Government of Saskatchewan

Annual Report 1999-2000

Saskatchewan Post-Secondary Education and Skills Training

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Annual Report 1999-2000

Saskatchewan Post-Secondary Education and Skills Training

The annual report of
Saskatchewan
Post-Secondary Education
and Skills Training
for the period July 1, 1999 to June 30, 2000

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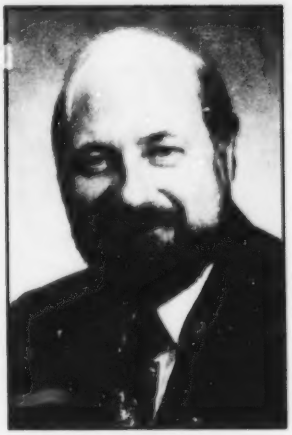
Letter of Transmittal

June 30, 2000



The Honourable Dr. Lynda M. Haverstock
Lieutenant Governor
Province of Saskatchewan

Your Honour:

I have the honour to present the annual report of Saskatchewan Post-Secondary Education and Skills Training for the year ending June 30, 2000. The financial statements included in the report were prepared by the department in accordance with guidelines of the Department of Finance.

Respectfully submitted,

Glenn Hagel
Minister of Post-Secondary Education and Skills Training

Letter of Transmittal

June 30, 2000

Honourable Glenn Hagel
Minister of Post-Secondary Education
and Skills Training

I have the honour to present the annual report of the Department of Post-Secondary Education and Skills Training for the year ending June 30, 2000.

Post-Secondary Education and Skills Training is completing its first year as a pilot department developing and implementing a sector-wide strategic plan, in keeping with the government-wide accountability project which was announced in the 1999 Throne Speech.

During the year under review, the department, with its sector partners, successfully completed the third year of implementation of the *Saskatchewan Training Strategy*, as planned. A detailed summary of achievements of the training strategy for 1999-2000 is contained in Appendix A.

An evaluation of the *Saskatchewan Training Strategy: Bridges to Employment* was also completed, yielding positive results and confirming the relevance and success of the strategy. The evaluation findings are being incorporated into the department sector plan, emphasizing: accountability, partnerships, improvements to programs and services, cost-effectiveness, sustainability, and Aboriginal labour force development.

The new strategic plan for the post-secondary education and training service sector incorporates both the training strategy and the university revitalization process. The department's new goals and objectives, which are a "work in progress", form Appendix B of this report.

The priority that the government places on higher education was reflected in the provincial Budget, which included an increase in operating funding to help maintain quality at public institutions, and keep tuition increases as low as possible for all students.

Some other highlights of the year under review include the following:

- Development of a Technology Enhanced Learning Strategy to help bring the learning to the learners, especially in rural and northern Saskatchewan. This builds on past work of the sector and reflects the recommendations of the statutory reviews of Regional Colleges and SIAST.
- Expansion of the Employability Assistance for People with Disabilities program to improve access and create opportunities to participate fully in the workforce.
- Expansion of the Nursing Education Program to create more training opportunities for nurses. The increased number of training spaces will assist in the recruitment and retention of nurses in Saskatchewan.
- Implementing a new funding framework for Saskatchewan universities. This marks a milestone in the process of university revitalization in keeping with the recommendations of *The Report of the Minister's Special Representative on University Revitalization* (The MacKay Report).
- Transfer of apprenticeship programs and staff to the new Apprenticeship and Trade Certification Commission, to implement the vision for an industry-led apprenticeship system. The Commission demonstrates the commitment of business and labour to investing in apprenticeship and building training partnerships to ensure relevant, responsive training.

- Enhancement of a forestry training initiative which will create job opportunities for Aboriginal people, youth and northerners. The expansion will help meet the needs of the expanding forest industry in the province and will support development of a forestry sector training plan modelled on the successful Multi-Party Training Plan in the mineral sector.

- Offering expanded career and employment programs and services to all residents through the twenty department Career and Employment Services offices throughout the province. The department is working with industry and many other regional partners to link people to jobs in a changing labour market.

- Fifteen public consultation meetings held across the province to seek advice about how to improve financial access to post-secondary education for Saskatchewan students and their families in fiscally prudent ways. Legislation was introduced establishing a new provincial tax credit for graduates starting a career in Saskatchewan, *The Post-Secondary Graduate Tax Credit Act*, the first of its kind in Canada.

- Introduction of *The Post-Secondary Education and Skills Training Act* to clarify department responsibilities and powers.

- Introduction of *The Saskatchewan Indian Institute of Technologies Act* to establish the Saskatchewan Indian Institute of Technologies as a First Nations certificate and diploma-granting post-secondary training institution, managed and operated by the Federation of Saskatchewan Indian Nations.

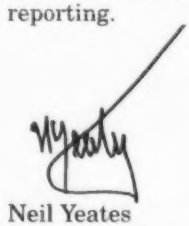
- Release of the SIAST and Regional Colleges Reviews. These statutory reviews are valuable, pro-active planning tools that will help the post-secondary education, training and employment sector meet the needs of learners and industry over the next decade.

- Launching of a new Internet service for employers and job seekers called *SaskJobs*. It is the most comprehensive provincial system in Canada to provide job seekers and employers with online help finding work and workers. *SaskJobs* is a new feature added to the post-secondary education web site *SaskNetWork* – the provincial Internet site for one-stop career, education and labour market information.

- Publication of the *Saskatchewan Labour Market Trends Report* that provides valuable planning and labour market information to the post-secondary sector. More information and other post-secondary documents are available at our department web site: **http://www.sasked.gov.sk.ca**

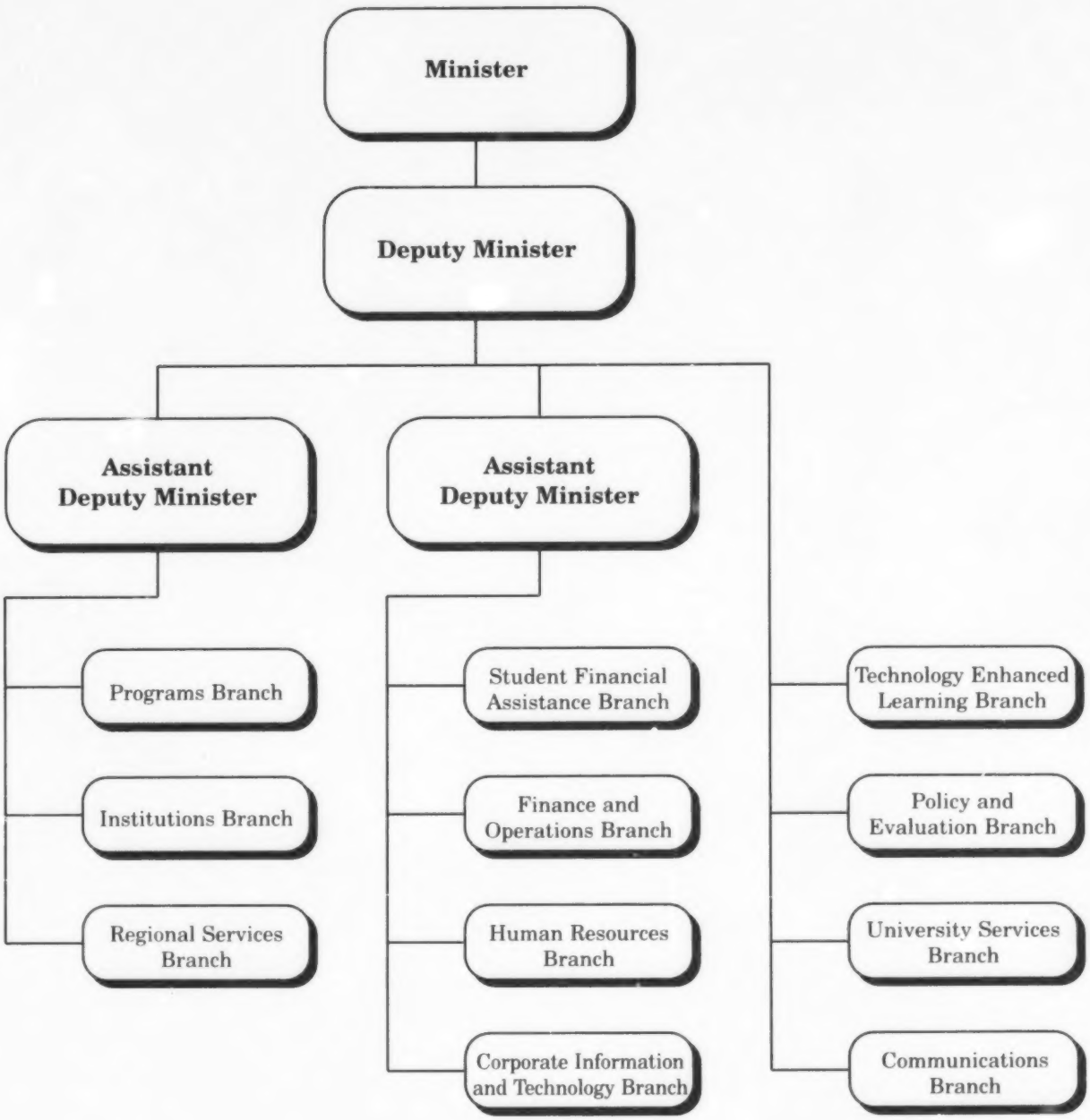
- Working with stakeholders and partners, the department initiated implementation of an *Evaluation Policy and Framework* through evaluations of the Basic Education program, the *Saskatchewan Training Strategy*, and the Provincial Training Allowance. Recommendations from these evaluations are being used to support continuous improvement in programs and services.

The department looks forward to continuing to work with post-secondary education and skills training partners to meet the changing needs of Saskatchewan people. Implementation of the department's sector-wide, long-term strategic plan, will be a focal point of post-secondary education and skills training, with enhanced public accountability through performance measurement and public reporting.



Neil Yeates
Deputy Minister of Post-Secondary Education and Skills Training

Organization Chart



Progress Report on Accountability

In the December, 1999 Throne Speech, the government announced a comprehensive government accountability project:

> *Government departments will clearly spell out their goals and achievements in annual reports for the people of this province. They will be accountable for their performance, and their achievements will be measured against key benchmarks.*

Post-Secondary Education and Skills Training is one of the seven pilot departments implementing the accountability framework in 1999-2000. Building on the strategic planning work undertaken across the sector in 1998-99, a sector-wide strategic plan has been developed. As a work-in-progress, the plan is being used as a basis for budgeting, planning and priority setting for the sector. It is also the basis for the department's 1999-2000 annual report.

In collaboration with sector partners, work on the development of performance measures and indicators, has begun and will continue throughout 2000-2001.

The following is an outline of the strategic plan for the sector. Detail on the goals and objectives of the plan is located in Appendix A.

Vision Statement

Through continuous learning, all Saskatchewan people have the knowledge, skills and abilities to benefit from and contribute to society and the economic prosperity of the province.

Principles

The post-secondary education, training and employment services sector includes (but is not limited to) students and learners; universities; SIAST and Regional Colleges; private vocational schools and trainers; the Apprenticeship and Trade Certification Commission; First Nations and Métis institutions and organizations; community-based organizations; industry, professional and labour associations; employers; and the Department of Post-Secondary Education and Skills Training. The sector holds as guiding principles:

- **The Value of Education**: Learning is good in and of itself.
- **Quality**: All aspects of the sector meet social and individual expectations, meet or exceed recognized professional/technical standards, and compare favourably with other jurisdictions.
- **Responsiveness**: The sector anticipates and reacts in a timely manner to individual, social and economic needs.
- **Accountability**: The sector is accountable to the people of the province for meeting its responsibilities.
- **Equity**: The sector uses inclusive approaches to achieve equitable opportunity and success.
- **Access**: The sector's programs and services maximize access within available resources.
- **Partnerships**: Partners in the sector work collaboratively, recognizing that each partner has different but complementary roles and responsibilities.
- **Sustainability**: The sector is maintained within the available resources through long-term planning, effective management and fiscal responsibility.
- **Shared Responsibility**: All participants involved in the sector have responsibility to contribute to positive outcomes.

How We Work Together

The post-secondary education, training and employment services sector:

- Works together to operationalize articulated values and principles.
- Works formally and informally as a comprehensive, articulated system with system-wide leadership and policy direction from Post-Secondary Education and Skills Training and with responsibility for programs and services distributed among institutions, private vocational schools, community-based organizations, and First Nations and Métis institutions.
- Provides programs and services according to clearly defined roles, minimizing overlap.
- Functions using a broad-based, multi-sectoral approach.

Legislation and Mandate

Mandate

The department provides leadership and support to the post-secondary education, training and employment services sector.

Governing Legislation

The Acts listed below set up the overall framework for the department's relationship to and with the post-secondary education and skills training sector:

- *The Education Act, 1995* assigns to the Minister of Post-Secondary Education and Skills Training responsibility "for all matters not by law assigned to any other minister, department, branch or agency of the Government of Saskatchewan relating to post-secondary education". Post-secondary responsibilities defined under the Act include funding and policy development. Institutions defined as post-secondary include the universities, the Saskatchewan Institute of Applied Science and Technology, Regional Colleges (including the Saskatchewan Indian Institute of Technologies), and private vocational schools. The Act also enables the Minister to "take any measure that the Minister considers appropriate including establishing and operating any programs and services to provide training and educational opportunities for Saskatchewan people".

- *The Human Resources, Labour and Employment Act*, Section 4.01 is jointly administered with the Minister of Labour and assigns to the Minister of Post-Secondary Education and Skills Training and the Minister of Labour responsibility to:

  (a) establish and operate any programs and services connected with manpower matters that he considers necessary to provide adequate employment opportunities for residents of Saskatchewan, including programs related to:
  - job placement;
  - labour market research;
  - labour mobility;
  - migration of persons into Saskatchewan;
  - the development of employment in Saskatchewan;
  - vocational guidance and employment counselling; and,
  - the creation of employment opportunities.

  (b) coordinate and promote policies, programs and activities of the departments and agencies of the Government of Saskatchewan relating to job creation;

  (c) coordinate the activities of other departments and agencies of the Government of Saskatchewan to facilitate the development of a comprehensive labour market directed program;

  (d) monitor, promote and coordinate the development and implementation of programs respecting the provision of jobs in Saskatchewan;

  (e) take measures to provide the people of Saskatchewan with the opportunity to participate in those programs;

  (f) collect and disseminate information with respect to the development of employment in Saskatchewan, including the establishment of local offices;

  (g) encourage and stimulate job creation and job development ideas by the departments and agencies of the Government of Saskatchewan and the private sector;

  (h) undertake planning, research and investigation with respect to job creation in Saskatchewan; and,

  (i) implement any programs that he considers necessary with respect to the provision of jobs in Saskatchewan.

- *The Apprenticeship and Trade Certification Act, 1999* provides a legislative framework for overseeing the training of apprentices and tradespeople in designated trades, including the establishment and maintenance of standards, through an industry-led commission structure. This Act replaces the existing legislation and

was proclaimed on October 1, 1999. The Apprenticeship and Trade Certification Commission publishes its own financial statements/annual reports as required under statute.

- *The University of Saskatchewan Act* and *The University of Regina Act* establish the legal framework for the governance, programs, finance and administration of the province's two universities. The University of Saskatchewan and the University of Regina publish their own financial statements/annual reports as required under their respective statutes.

- *The Saskatchewan Institute of Applied Science and Technology Act* enables the Minister to oversee all matters relating to the Saskatchewan Institute of Applied Science and Technology (SIAST) including policies, programs, standards and fees. SIAST publishes its own financial statements/annual reports as required under statute.

- *The Regional Colleges Act* enables the Minister to oversee all matters relating to the Regional Colleges including policies, programs, standards and fees. The Regional Colleges publish their own financial statements/annual reports as required under statute.

- *The Private Vocational Schools Regulation Act* establishes registration procedures for these schools and allows the Minister to regulate all aspects of their operation.

- *The Student Assistance and Student Aid Fund Act, 1985* is the legislation, which provides for Saskatchewan post-secondary student loans and the administration of the Student Aid Fund.

- The following Acts for which the Minister of Post-Secondary Education and Skills Training is responsible relate to specific programs and organizations in the education system:

  - *The Ancillary Dental Personnel Education Act*; and,

  - *The Registered Music Teachers Act*.

Administering Legislation

The department provides consultative, administrative and support services to authorities and institutions, and to the public on legislation and administration of the post-secondary education and skills training system. Legislation is reviewed to ensure it supports the department's goals and objectives, and enables effective responses to changing circumstances.

Key Objectives/Major Activities and Accomplishments, 1999-2000

Objective

To identify and coordinate the preparation of amendments to statutes and regulations, and to establish new or amend or delete existing statutes and regulations as needed.

Activities and Accomplishments

- *The Apprenticeship and Trade Certification Act* was repealed and a new Act establishing an industry-led commission structure responsible for apprenticeship and trade certification was created. The new Act was proclaimed on October 1, 1999.
- *The University of Regina Amendment Act, 1999* was proclaimed on November 15, 1999 to clarify the approval required for the university to incur overdraft borrowing and vest in the university, the right and ability to make by-laws regarding traffic and pedestrian control, similar to the rights vested in the University of Saskatchewan under the provisions of its enabling legislation.
- *The Post-Secondary Education and Skills Training Act* was given Royal Assent on June 21, 2000 and will come into force upon proclamation. This new Act further clarifies for our partners, especially our newest partners - employers and community-based organizations - the responsibilities and powers of Post-Secondary Education and Skills Training. It also changes our reporting period to the fiscal year to complement our partners and bring us in line with other government departments. As well, it creates explicit authority for Canada-Saskatchewan Career and Employment Services and allows us to take advantage of co-location opportunities with others involved in post-secondary education, training, career and employment services.
- *The Saskatchewan Indian Institute of Technologies Act* will come into force upon proclamation. The new Act establishes the Saskatchewan Indian Institute of Technologies (SIIT) as a First Nations-controlled post-secondary education and training institution with responsibility for its operation and management residing with the Federation of Saskatchewan Indian Nations.
- *The Student Assistance and Student Aid Fund Act, 1985* was amended so the Fund may accept external revenues as well as deliver and administer grant and award programs such as the Canada Millennium Scholarship Program, Canada Study Grant and Special Opportunity Grants. The amendments were given Royal Assent on June 21, 2000.
- *The Post-Secondary Graduate Tax Credit Act* was given Royal Assent on June 27, 2000 but is retroactive to January 1, 2000. In response to public consultations on financial accessibility, this Act will provide a $350 post-secondary graduate tax credit taking effect in the 2000 tax year. Graduates that reside and file a tax return in Saskatchewan can benefit by up to $350 in the tax year in which they graduate. There is also a provision to allow the tax credit to be carried forward for up to four years.
- *The Skills Training Benefits Regulations* provide the authority for the department to deliver the Skills Training Benefits Program for Employment Insurance clients. These regulations came into effect on January 20, 1999. Amendments to these regulations were passed on June 8, 1999 to allow apprentices to receive skills training benefits and to increase day care allowances in line with the Student Loan Program.
- *The Education Amendment Regulations, 1999 (No.2)* came into effect on September 1, 1999 and are intended to increase the fee for writing the General Educational Development tests from $25 to $35, as well as allow people who are on social assistance or the Provincial Training Allowance to be exempted from the fee once in a two-year period.

Programs Branch

The Programs Branch is responsible for the development and implementation of quality training and employment programs to respond to the basic education, work experience and skill training needs of Saskatchewan adult learners, including employers and workers.

Training programs and related services delivered by this branch in 1999-2000 included Literacy, General Education Development, Basic Education, JobStart/Future Skills and Employability Assistance for People with Disabilities. The branch also provided policy and program support for Employment Programs delivered through Canada-Saskatchewan Career and Employment Services.

Special Needs Programs

Basic Education includes both academic preparation and programs teaching basic life skills, job readiness skills, and career planning. Academic programs include Literacy, General Education Development (GED), English as a Second Language (ESL), Adult 10 and Adult 12.

The Employability Assistance for People with Disabilities program provides assistance to adults with disabilities to attend post-secondary and basic education programs.

Training and Employment Programs

JobStart/Future Skills is a program to link the skill training needs of individuals with the employment needs of employers. The program consists of four components: Workbased Training for the Unemployed; Workbased Training for the Employed; Institutional Quick Response Training; and the Sector Partnerships Program. Total expenditure for the program was $14.3 million.

Employment Programs provide five options (Work Placement, Community Works, Bridging, Self-Employment and Job Development Services) designed to meet the employment and training needs of Employment Insurance clients and people on provincial social assistance. Total expenditure for Employment Programs was $9.703 million.

Programs are delivered through twenty Canada-Saskatchewan Career and Employment Services offices in the province and are cost-shared through the Labour Market Development Agreement between the Province and the federal government.

Key Objectives/Major Activities and Accomplishments, 1999-2000

Objective

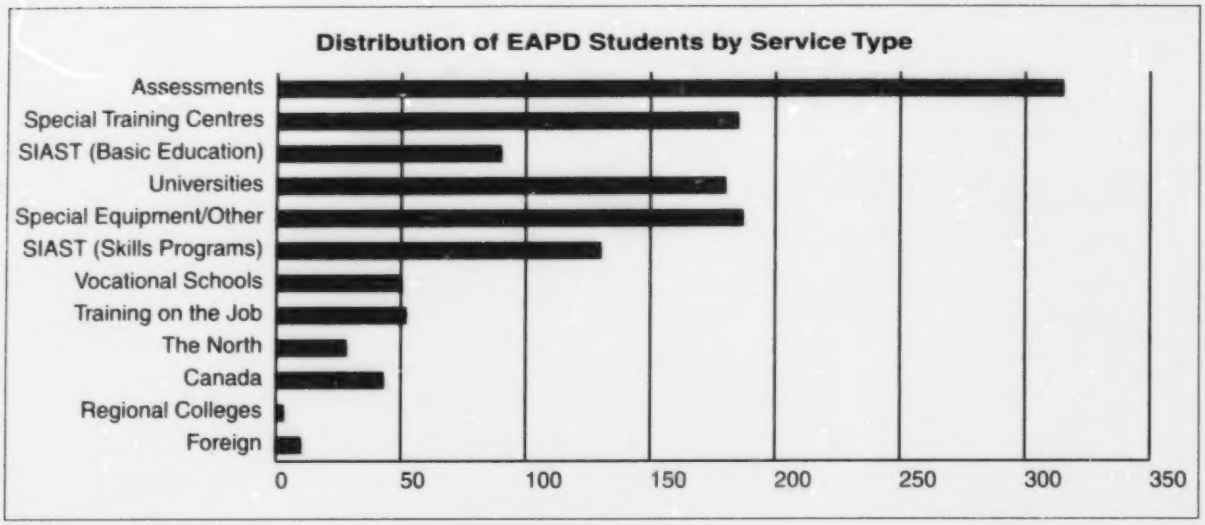
To develop in partnership with Social Services, Health and the federal government, a multi-year plan for the funding of the Employability Assistance for People with Disabilities Agreement that will support programs and services leading to employment for people with disabilities.

Activities and Accomplishments

➢ Employability Assistance for People with Disabilities (EAPD)

- In 1999-2000, the EAPD program provided support to 925 individuals in education and training programs. In addition, 305 students received educational or vocational assessments sponsored through the program. The total expenditure was $4.60 million. An additional $.506 million was provided to support the delivery of vocational counselling services through seven disability organizations across the province.

- In 1999-2000, in collaboration with Social Services, Health, Municipal Affairs, Culture and Housing and the Office of Disability Issues, the department developed a multi-year Employment Strategy for People with Disabilities. The strategy was developed based on recommendations from the disability community. As a result, an additional $1.0 million will be available within the department in 2000-2001 to support training and employment opportunities for people with disabilities.



Objective

To evaluate basic education programs funded by the Province to inform a process for program enhancements and redesign.

Activities and Accomplishments

Basic Education

➢ During the year under review, there were 5,033 enrollments in basic education programs delivered by SIAST, Regional Colleges and Dumont Technical Institute at a cost of $11.217 million. Fifty-two per cent of learners enrolled were of Aboriginal ancestry. Sixty-six per cent of learners were on social assistance prior to entering their program; 19% were on Employment Insurance; and, 32% were youth 18 to 24.

➢ 2,700 individuals wrote one or more of five General Education Development (GED) tests. In the 1999 calendar year, 2,282 completed all five tests and 1,492 received a GED grade 12 equivalency certificate.

➢ Links to Employment programs delivered by community-based organizations and public training institutions provided 1,280 opportunities at a cost of $1.56 million. Approximately 50% of these learners were of Aboriginal ancestry.

➢ An independent evaluation of the province's basic education programs was completed in 1999-2000. Some of the key evaluation findings included:

- 75% of students rated their program and instructors as "good to excellent";
- 70% of learners found employment or returned to school for further training;
- 60% of employers who had students in work experiences responded that they would employ the student;
- 42% of students surveyed indicated that they were placed on a wait list before starting their program. The average wait was 22 weeks;
- Among Aboriginal students who completed their program, the percentage employed was 33% compared to 54% for non-Aboriginal students; and,
- Curriculum changes are required to ensure that the programs are relevant to learners and the needs of employers.

Literacy

- The department provides $.764 million in literacy funding to SIAST, Regional Colleges, Dumont Technical Institute and six community organizations to coordinate literacy programming for approximately 2,500 learners in the province.
- The department also funded twenty Family Literacy projects at a cost of $.300 million. There were 836 participants, including parents and children, who were involved in these projects.

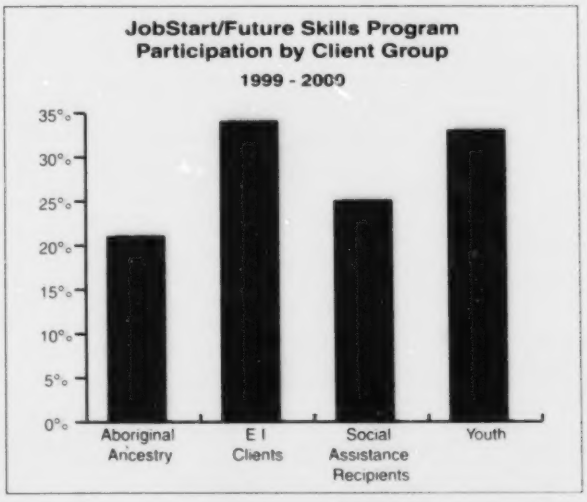
Objective

To provide training and employment opportunities that meet the needs of employers and workers.

Activities and Accomplishments

JobStart/Future Skills

- From the period April 1, 1999 to March 31, 2000, a total of 5,856 training positions were approved in a broad range of industry sectors including manufacturing and processing, agri-value; transportation; film and video; tourism and hospitality; and, the service sector.
- Participation by component is as follows:
  - Training for Unemployed – 958 jobs for $2.927 million;
  - Training for Employed – 2,551 jobs for $.972 million; and,
  - Institutional Quick Response – 2,347 training positions for $9.439 million.
- 210 employers were involved in 279 projects in the Workbased Training for the Unemployed and contributed 50% of the training costs to their projects.
- 222 employers were involved in 289 projects in the Workbased Training for the Employed and contributed 66% of the training costs to their projects.
- Just over 60% of all Workbased Training projects were located in rural Saskatchewan and 84% of all projects involved 1-5 trainees per project.
- Follow-up surveys of employers indicated that 97% of participants in Workbased Training for the Unemployed were still working 60-90 days after the training was completed: 80% were with the same employer and 17% were with a different employer.
- Of students contacted, Regional Colleges and SIAST reported that 62% of graduates/completers of Institutional Quick Response training programs were employed 60-90 days after graduation. An additional 14% went on to further training.
- Prior to entering the program, 25% of program participants were on Social Assistance and 34% were on Employment Insurance.
- 21% of program participants were of Aboriginal ancestry and 33% were youth 25 and under.
- Nine Sector Partnerships were approved with a total commitment of $.485 million. Industry sectors receiving funding include: Aviation; Floriculture; Forestry; Cosmetology; Commercial Fishing; Information Technology; Mechanical Contractors, Homebuilders; and, Trucking and Transportation.
- An additional $.477 million was expended on Regional Planning Partnerships at the local/ regional levels through Canada-Saskatchewan Career and Employment Services.



Employment Programs

- In 1999-2000, a total of 5,069 employment related opportunities were created through the Employment Programs at a cost of $9.703 million.
- The Work Placement Program provided wage subsidies and supports to over 500 employers to employ individuals in 1,037 jobs at a cost of $1.427 million.
- The Community Works Program created 652 job opportunities through 390 community and Aboriginal organizations and municipalities for individuals to gain on-the-job skills training and work experience at a cost of $3.098 million.
- The Bridging Program provided 3,001 opportunities for individuals to gain employability skills leading to jobs at a cost of $3.518 million.
- Prior to entering the programs, 46% of participants were on Social Assistance; 54% were Employment Insurance clients.
- 33% of Employment Program participants were of Aboriginal ancestry and 25% were youth 24 years of age and under.

Objective

To develop training approaches and a funding model to support the expansion of the forestry sector in Saskatchewan.

Activities and Accomplishments

- The branch developed a funding proposal to provide training for the expansion of the forestry sector in the province. A total of $1.0 million will be allocated in the 2000-2001 fiscal year for forestry training utilizing a Multi-Party Training Plan approach.

Objective

To design and develop a Self-Employment Program for Employment Insurance clients and Social Assistance recipients for implementation in 1999-2000. The new program is part of the department's redesigned Employment Programs and helps individuals create their own jobs through self-employment.

Activities and Accomplishments

- A new Self-Employment Program was implemented in September, 1999. The program provided 379 training opportunities for individuals wanting to establish their own business at a cost of $.884 million.

Objective

To design and develop a Regional Planning Partnerships Program for implementation in 1999-2000. The program will assist in the development of effective partnerships at the local and/or regional community level to: identify labour market needs; develop innovative approaches to support job creation; develop human resource strategies; provide direction and support to labour market research; and, provide support to employees affected by significant layoff or business closure to find new jobs.

Activities and Accomplishments

- Regional Planning Partnerships Program was implemented in September, 1999. A total of 18 partnerships were approved at a cost of $.426 million.

Key Objectives, 2000-2001

- Implement policy and program design changes to the Employability Assistance for People with Disabilities (EAPD) Program.
- Implement recommendations of the Basic Education Evaluation including policy and curriculum changes to the Adult 12 and Basic Education 10 programs.
- Initiate the development of a provincial literacy strategy and the development of a standard assessment model for learners entering basic education and related programs.
- Evaluate the JobStart/Future Skills program.
- Implement a Multi-Party Training approach to support the expansion of the forestry sector in the province.

Institutions Branch

The Institutions Branch works collaboratively with SIAST, Regional Colleges, Private Vocational Schools, Apprenticeship and Trade Certification Commission, Saskatchewan Indian Institute of Technologies (SIIT), and Dumont Technical Institute (DTI) to advance the goals of the Saskatchewan post-secondary sector-wide strategic plan. The branch is responsible for policy development, funding, accountability and the administration of legislation and regulations, including the administration of five inter-provincial health-training agreements. It is also responsible for the Youth Futures pilot project in Prince Albert.

Key Objectives/Major Activities and Accomplishments, 1999-2000

Objective

To continue to play a key role with institutional partners and service providers in the areas of policy, enhanced system-wide planning and program development, equity framework, new funding mechanisms, accountability framework and facilities.

Activities and Accomplishments

- The department provided a total of $85.244 million in operating grant payments to SIAST and Regional Colleges. Of this total, SIAST received $74.674 million and the Regional Colleges received $11.4 million.
- Through its four campuses, SIAST provided technical-vocational, adult basic education, apprenticeship training, university courses and career enhancement programs to over 13,000 full-time and part-time students. In addition, SIAST managed over 30,000 individual course registrations in a variety of extension programs.
- The Regional Colleges managed approximately 34,000 enrollments in various post-secondary programs and courses in rural Saskatchewan.
- Supported the SIAST Wascana Campus consolidation project.
- Conducted consultation with training institutions on the sector strategic plan and refined accountability processes with SIAST and Regional Colleges.
- Completed a business plan cycle including the analysis and system roll-up, and provided feedback to SIAST and the Regional Colleges.
- Commenced the negotiation of student information-sharing agreements with and between SIAST, Regional Colleges, and the Apprenticeship and Trade Certification Commission.

Objective

To complete the statutory SIAST and Regional Colleges' mandate reviews.

Activities and Accomplishments

- Completed statutory review of SIAST and oversaw release of *Building On Strength: Report of the SIAST Review Committee* including the Minister's response. The report is a valuable, pro-active tool that will ensure SIAST, the government and other partners work together to meet the future career development needs of Saskatchewan people.
- Completed the statutory review of the Regional Colleges and oversaw release of *Futures Close To Home: Report of the Regional Colleges Committee of Review* including the Minister's response. The report will provide a guide to help meet rural and northern post-secondary education and training needs for the next decade.

Objective

To strengthen the participation and involvement of First Nations and Métis training institutions/partners in the training system, and support Gabriel Dumont Institute/Dumont Technical Institute and the Saskatchewan Indian Institute of Technologies.

Activities and Accomplishments

- The department provided a total of $2.333 million to DTI for administration (operating grant) and specific training programs and services. DTI also has access to other sources of non-provincial grants to support its program and services.
- Provided input to the framework governing the new GDI/DTI agreement.
- Completed legislative requirements for *The Saskatchewan Indian Institute of Technologies Act*. The Bill was passed by the Legislature on June 19, 2000.

Objective

To support the establishment of the Apprenticeship and Trade Certification Commission.

Activities and Accomplishments

- Supported legislative implementation of the new industry-led Apprenticeship and Trade Certification Commission on October 1, 1999 with the proclamation of *The Apprenticeship and Trade Certification Act, 1999*.
- Worked with the Human Resources Branch and the Union/Management Committee to facilitate the transfer of staff and resources from the department to the new Commission.
- Developed Regulations for the selection of industry (business and labour) representatives to the new Commission Board.

Objective

To work with community stakeholders to evaluate Youth Futures, a pilot project, to test approaches for providing disadvantaged youth with education, training, work experience and other supports to prevent and reduce dependency on social assistance.

Activities and Accomplishments

- In conjunction with the Departments of Social Services and Education, completed the evaluation and wind-down of the Youth Futures pilot project (in Prince Albert), which provided counselling, education, training and employment to 350 disadvantaged youth.
- Pilot project learnings are being adopted in a number of departments' programs and services delivery.

Objective

To designate qualifying institutions world-wide for Canada and Saskatchewan Student Loans.

Activities and Accomplishments

- Approved 92 additional institutions world-wide for Canada and Saskatchewan student loan designation.

Objective

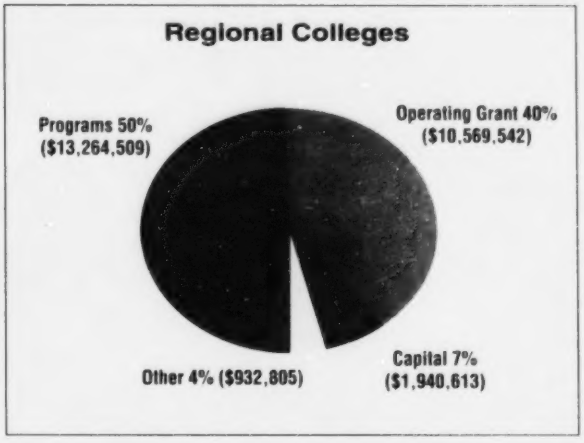
To strengthen private vocational schools and ensure safeguards for learners.

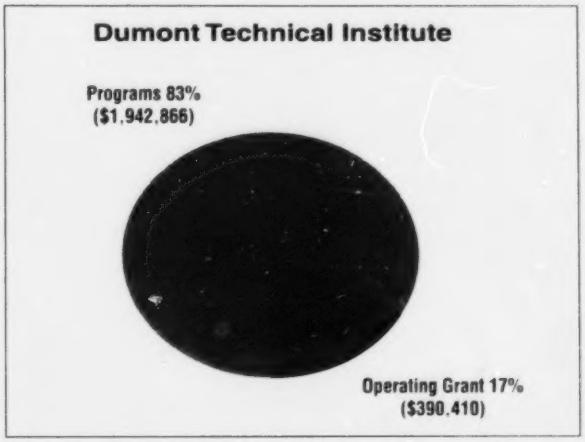
Activities and Accomplishments

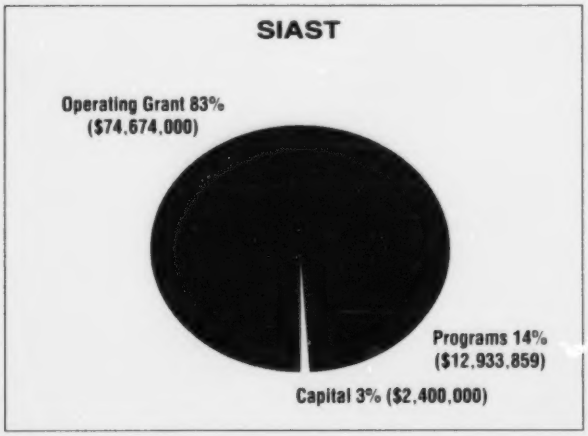
- As of June 30, 2000, fifty-one private vocational schools (both Categories I and II) enrolled over 6,200 students. A Category I school provides training to students who are fee payers. A Category II school provides training to students whose training costs are paid by a sponsoring agency.
- Three new schools registered in 1999-2000; over 41 new programs were registered in a variety of training program areas.
- Consulted with the private vocational schools sector on draft changes to regulations under *The Private Vocational Schools Regulations Act*.

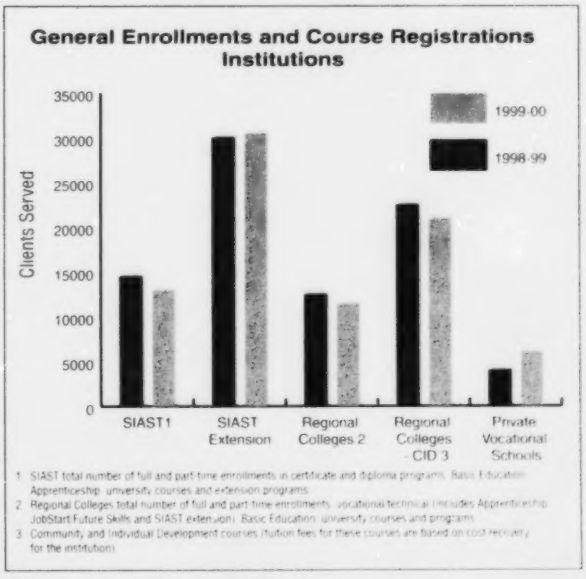
Key Objectives, 2000-2001

- Continue implementation of the accountability framework with SIAST, Regional Colleges, Apprenticeship and Trade Certification Commission, Aboriginal institutions and private vocational schools.
- Work with SIAST, Regional Colleges and other partners to implement the recommendations of the SIAST and Regional Colleges' reviews.
- Monitor classification plan development and labour relations issues pertaining to SIAST and Regional Colleges.
- Work with SIAST, Regional Colleges and the Apprenticeship and Trade Certification Commission to strengthen board governance including orientation, development and performance assessment.
- Support labour mobility and recognition of learning through development and implementation of provincial credit transfer and prior learning assessment and recognition.
- Implement a new approach for funding training institutions including programs, capital, facilities and information technology.
- Support the coordination of a sector wide communications strategy with institutional partners.



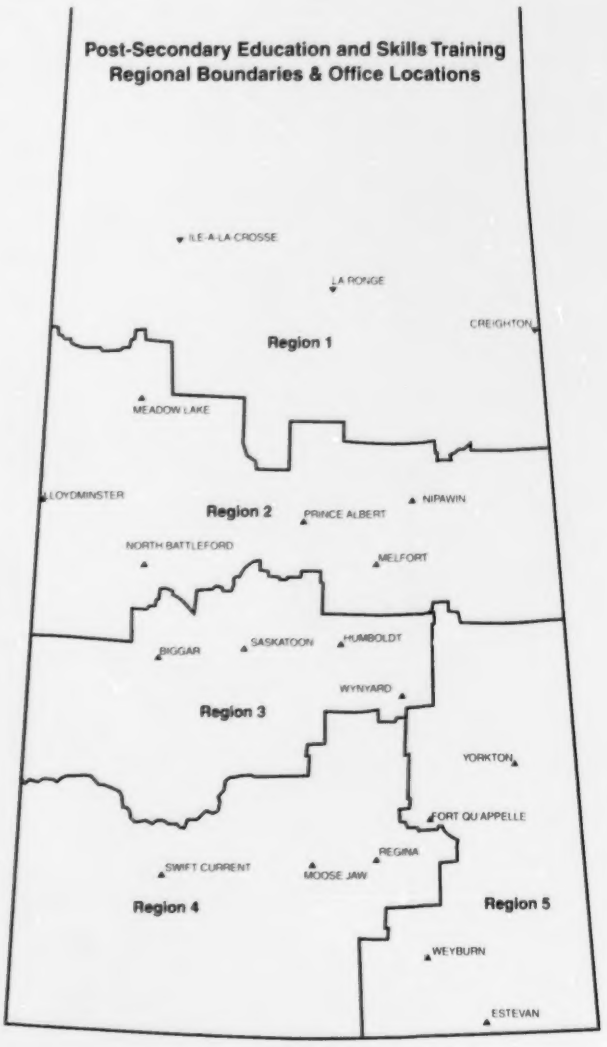





General Enrollments and Course Registrations Institutions
Clients Served
35000
30000
25000
20000
15000
10000
5000
0
1999-00
1998-99
SIAST1
SIAST Extension
Regional Colleges 2
Regional Colleges - CID 3
Private Vocational Schools
1 SIAST total number of full and part-time enrollments in certificate and diploma programs. Basic Education, Apprenticeship, university courses and extension programs.
2 Regional Colleges total number of full and part-time enrollments, vocational/technical (includes Apprenticeship, JobStart/Future Skills and SIAST extension), Basic Education, university courses and programs.
3 Community and Individual Development courses (tuition fees for these courses are based on cost recovery for the institution).

Regional Services Branch

The Regional Services Branch oversees the development and operation of the provincial network of Canada-Saskatchewan Career and Employment Services. The 20 Canada-Saskatchewan Career and Employment Services offices work with a variety of key partners including Regional Colleges, SIAST, Human Resources Development Canada, Social Services, employers and community-based organizations. Together, they provide an integrated and expanded system of employment services and career planning and information for all Saskatchewan residents. This service is provided through both direct service and assisted self-service. Using Internet technology is a key focus.



Key Objectives/Major Activities and Accomplishments, 1999-2000

Objective

To further develop enhanced career and employment services that are accessible to all provincial residents.

Activities and Accomplishments

- During 1999-2000, twenty Canada-Saskatchewan Career and Employment Services offices, shown on the map, were established across the province. The offices are based on an assisted self-service model. The offices provide clients with options for self-directed job and career search as well as staff-assisted career exploration, planning and employment search.
- Over 18,000 individuals received varying levels of assistance, ranging from help to prepare a resumé or search for a job to intensive assistance such as the development of a career action plan.
- The following table summarizes, by region, the number of clients served through local Canada-Saskatchewan Career and Employment Services and community-based partners.

Number of Clients Served by Region	
Region 1	1,221
Region 2	2,933
Region 3	5,721
Region 4	5,795
Region 5	2,627
TOTAL	**18,297**

- The *SaskNetWork* web site is a key aspect of the on-line services available through resource centres at each of the Canada-Saskatchewan Career and Employment Services locations. *SaskNetWork* enables people to explore career interests, look for job opportunities, discover local education and training programs, as well as other employment and labour market information. During the 1999-2000 fiscal year, there were over 354,000 user sessions on the web site.

- *SaskJobs*, a provincial Internet-based job order/job matching system, was introduced during the year. It allows employers to post jobs directly using the Internet, as well as by contacting staff at the offices. For the period November 1, 1999 to March 31, 2000, there were 3,851 jobs posted. An estimated 10% of job orders are placed directly on the system by employers.

- Two studies related to improving student financial planning for prospective and enrolled post-secondary students were undertaken. Focus of the studies was on the need for financial planning resources, as well as better coordination efforts amongst stakeholders providing financial planning assistance or preparing students for post-secondary participation.

- The Career Information Hotline continued to assist employers, work-seekers, students and adult learners. The total number of calls to the Hotline during this time period was 9,236.

Objective

To initiate and lead a regionally-based needs assessment process that helps identify trends and directions for service delivery, strengthens partnerships with a variety of organizations and training institutions, and better integrates services to clients.

Activities and Accomplishments

- Regional planning and needs assessment across the province resulted in a better understanding of the gaps in services, the identification of the needs of different client groups, and the development of a number of exciting initiatives between service providers. Some examples include:
  - Work Links - a joint initiative in Yorkton among the federal and provincial governments, and the Society for the Involvement of Good Neighbours. This project is assisting youth between the ages of 15 and 30 to prepare for the labour market through better career planning and work experiences.
  - Career and Employment Services - through partnership agreements with the Cypress Hills, Cumberland, Prairie West and North West Regional Colleges, career and employment information and counselling services have been expanded to the communities of Maple Creek, Shaunavon, Gravelbourg, Leader, Spiritwood, Hudson Bay, Unity, St. Walburg, Kindersley and Shellbrook.
  - Employer Services - working closely with employers across the province such as the northern mining industry, telemarketing companies and small business owners, assistance was provided in the recruitment and training of new employees.

Objective

To work to define a new relationship between the department and community-based organizations that provide career and employment services to clients in the training system.

Activities and Accomplishments

- In March, a new funding framework for community-based organizations (CBOs) was approved. The new funding arrangements will take effect in the next reporting period.

Key Objectives, 2000-2001

- Further develop enhanced career and employment services that are accessible to all provincial residents.

- Continued implementation of an enhanced, assisted self-service model including the updating and refreshing of the *SaskNetWork* web site and the *SaskJobs* job order/job matching system.

- Development of interdepartmental approaches to provide long term interventions that lead to successful employment for clients with severe skill deficiencies.

- Continued development of a regional planning process that involves key partners in each of the five regions, including completion of regional needs assessments that will direct the provision of effective and relevant services for Saskatchewan residents.

- Implementation of the new funding framework for community-based organizations.

- Promotion and support of industry-led human resource planning, including work-based training, retraining, retention and recruitment strategies.

University Services Branch

The University Services Branch is responsible for the design, development, implementation and evaluation of the government's strategic involvement with the province's university sector and the Aboriginal institutions delivering university programs. The branch administers the two universities' Acts, the core contract for the Gabriel Dumont Institute, as well as program specific contracts for the SUNTEP, NORTEP and NORPAC agreements. It also administers the Western College of Veterinary Medicine inter-provincial agreement.

In 1999-2000, the universities and their federated and affiliated colleges received $186.9 million in operating grant funding, $3.0 million in special initiative grant funding and $20 million in capital grant funding through the branch. The branch paid out an additional $4.1 million related to the contracts with Gabriel Dumont Institute, SUNTEP, NORTEP and NORPAC.

The universities and their federated colleges served a combined total of 30,468 students (23,479 full-time and 6,989 part-time) during the regular session from September to April. Of these, 11,700 attended the University of Regina (and its federated colleges), and 18,768 attended the University of Saskatoon (and its federated college).

Key Objectives/Major Activities and Accomplishments, 1999-2000

Objective

Continue efforts in the university sector to resolve remaining policy and technical issues arising from the DesRosiers Report to implement a cost-based, activity-driven funding formula.

Activities and Accomplishments

- Provided analytical and technical support to complete analysis of remaining policy and technical issues required to implement Saskatchewan Funding Framework (DesRosiers Report). The funding framework was implemented in June, 2000.

Objective

Continue to develop a provincial framework for research and development, including a review of the relationships between individual government departments and universities.

Activities and Accomplishments

- Produced a discussion document on Research and Development, which was circulated to stakeholders in government, post-secondary institutions and the private sector.

- Assisted in the development of the Economic and Cooperative Development strategy to obtain matching funds for proposals to the Canada Foundation for Innovation.

Objective

Continue to negotiate agreements with GDI/Dumont Technical Institute (DTI) and for the SUNTEP and NORTEP programs.

Activities and Accomplishments

- Completed negotiations for a new salary plan and contract with Gabriel Dumont Institute (GDI). Began negotiations for a new contract with the Northern Teacher Education Program (NORTEP).

- The NORTEP/NORPAC teacher education program in La Ronge has a total of 123 students registered as of September 30, 1999. Eleven students graduated with a Bachelor of Education degree in 1999-2000.

- The SUNTEP program offered through the Gabriel Dumont Institute in Prince Albert, Saskatoon, and Regina had 38 students graduate with a Bachelor of Education degree in 1999-2000. Total student body as of September 30, 1999 was 215.

Objective

Establish a negotiating position and begin negotiations with the three western provinces to renew the Western College of Veterinary Medicine Inter-provincial Agreement.

Activities and Accomplishments

- Began negotiations with British Columbia, Alberta, and Manitoba on a new agreement for the Western College of Veterinary Medicine.

Key Objectives, 2000-2001

- To initiate mandate discussions with the two universities.
- To resolve remaining policy and technical issues arising from the DesRosiers Report required to implement a cost-based, activity-driven funding formula.
- To contribute to the development and implementation of a provincial framework for research and development, including a review of the relationships between individual government departments and the universities.
- To coordinate the OECD Thematic Review of Adult Learning site visit to Saskatchewan and related work.
- To renegotiate the agreements with GDI/Dumont Technical Institute (DTI) and for the SUNTEP and NORTEP programs. To conclude negotiations with the three western provinces to renew the Western College of Veterinary Medicine Inter-provincial Agreement.
- To continue to support a wide array of joint administrative and program initiatives between the two universities in addition to DesRosiers' work.

Student Financial Assistance Branch

The branch administers several federal and provincial programs which provide repayable and non-repayable financial assistance to qualified Saskatchewan residents enrolled in approved courses of study. These are:

- **The Saskatchewan Student Assistance Program** which is an umbrella agency covering all federal and provincial student loans, scholarships and awards programs funded or administered under the authority of *The Student Assistance and Student Aid Fund Act, 1985.*
- **The Provincial Training Allowance** which is grant funding for low income adult students enrolled in basic education, related studies, bridging programs or quick skills training.
- **The Provincial Youth Allowance** which is grant funding for low income youth 18 to 21 years of age in the Prince Albert Youth Futures Project, who are enrolled in K-12 education, basic education, related studies, bridging programs, community service/work experience, quick skills or other activities. This project was phased out beginning July, 1999.
- **The Skills Training Benefit** which funds training costs for unemployed individuals who are or have previously been on Employment Insurance to take employment-related training. The branch administers the financial component.
- **The Canada Millennium Scholarship Foundation Bursary** which provides between $2,000 and $4,000 annually for students in second and higher years of post-secondary studies, excluding graduate studies. There is a lifetime maximum of $19,200 for each student. The Canada Millennium Scholarship Foundation is an independent agency created by the federal government with a $2.5 billion endowment to provide financial assistance to post-secondary students. The bursary is sent to the financial institution and applied against the qualified student's Saskatchewan Student Loan debt.

Key Objectives/Major Activities and Accomplishments, 1999-2000

- Approximately 17,000 students were authorized to receive nearly $58 million in Saskatchewan Student Loans.
- More than $70 million in Canada Student Loan assistance was authorized to approximately 17,000 full-time students.
- In the fourth year of the Special Opportunity Grant Program more than 460 students with permanent disabilities, high need part-time students and women doctoral students were offered $1.213 million in grant assistance in addition to student loans.

Objective

To administer the ten-year Canada Millennium Scholarship Bursary Program on behalf of the Canada Millennium Scholarship Foundation.

Activities and Accomplishments

- The Student Financial Assistance Branch and the Canada Millennium Scholarship Foundation approved guidelines for the implementation of the Canada Millennium Scholarship Foundation Bursary. During the year under review, 3,940 Saskatchewan students received a total of $9.7 million in Foundation Bursaries.

Objective

To continue discussions with the federal government to simplify the rules, obligations and procedures of the Canada and Saskatchewan Student Loans Programs.

Activities and Accomplishments

- In 1999, discussions continued with the federal government to see if the two student loan programs could be harmonized. Federal funding negotiations for student loans have taken priority over the harmonization initiative; however, the branch continues to pursue administrative simplicity for students.

Objective

To work with the federal/provincial staff, educators, students and others with a stake in post-secondary education to develop clear, concise program materials to minimize overlap and ensure consistency of information.

Activities and Accomplishments

- Saskatchewan worked with the federal government to implement an Integrated Student Information Project. A project management team was formed consisting of representatives from private vocational schools, SIAST, both universities, student unions, financial institutions, and federal and provincial governments. The project team worked in conjunction with a private agency to develop a new application form and three informational booklets. The materials were written in a more clearly understood format, to be used by Saskatchewan residents in the 2000-2001 loan year, and are based on a template that is used across Canada.

Objective

To conduct a formal evaluation of the Provincial Training Allowance Program.

Activities and Accomplishments

- The Provincial Training Allowance evaluation has been completed. The recommendations are to be presented to the Minister in the fall of 2000.
- Approximately 5,500 students received income support of approximately $19 million from the Provincial Training Allowance.

Objective

To monitor and evaluate the effectiveness of the Skills Training Benefit Program during its first full year of operation.

Activity and Accomplishments

- During the fiscal year, approximately 2,900 Employment Insurance clients received $11.6 million in financial assistance to undertake training under the Skills Training Benefit Program. A formal evaluation was postponed until the department had more experience with the program.

Key Objectives, 2000-2001

- To develop regulations for *The Post-Secondary Graduate Tax Credit Act* and implement the Graduate Tax Credit Program.
- To review the Saskatchewan Student Loans Program to determine the future direction for administering student financial assistance.
- To respond to the recommendations of the Provincial Training Allowance evaluation.
- To design and begin to develop an integrated income support system to improve service to students and increase efficiency and accountability of income support programs.

Policy and Evaluation Branch

The Policy and Evaluation Branch was established in June, 1996. The branch provides policy development, strategic planning, research and information, and evaluation services to support the department's priorities for post-secondary education, skills training and labour market services. The branch includes the Accountability and Evaluation, Intergovernmental Relations and Labour Market Information Units.

Key Objectives/Major Activities and Accomplishments, 1999-2000

Objective

To lead implementation of Performance Management and Accountability guidelines within the department, including development of the post-secondary education, training and employment services sector strategic plan.

Activities and Accomplishments

- Completed a draft sector strategic plan including vision, mandate, principles, goals, objectives and actions for consultation with the sector.

Objective

To contribute policy advice, research services and analytical expertise to shape the department's strategic priorities and directions.

Activities and Accomplishments

- Provided research and policy development support to Ministerial consultations on financial access resulting in implementation of a graduate tax credit.
- Supported the development of a Community-Based Organization Funding Framework.

Objective

To support the development of linkages among department plans, government-wide priorities, interdepartmental and intergovernmental initiatives.

Activities and Accomplishments

- Provided input into interdepartmental policy initiatives based on departmental priorities identified in the sector plan, including follow-up to the Building Independence Strategy with Social Services.
- Provided provincial input into the Council of Ministers of Education, Canada (CMEC) Pan-Canadian Education Indicators Project 1999 report which was released in February, 2000.

Objective

To provide evaluation services to design and carry out program and policy reviews, to assess results, and, to identify areas for improvement.

Activities and Accomplishments

- Continued implementation of the department's accountability and evaluation workplan, including evaluations of the *Saskatchewan Training Strategy*, Basic Education and the Provincial Training Allowance.
- Developed an evaluation framework and strategy for the Canada-Saskatchewan Labour Market Development Agreement with Human Resources Development Canada.

Objective

To improve labour market information and planning by working with a range of partners to provide accessible and relevant information to the public and other users.

Activities and Accomplishments

- Completed an analysis of the nursing professions in Saskatchewan in cooperation with Saskatchewan Health. The study examined supply and demand trends to support the planning and delivery of nursing programs and human resource development strategies in the province.

- Commissioned the *Saskatchewan Labour Market Trends Report* that identified demographic and labour force patterns and the impact of those trends on the future supply of workers in Saskatchewan.

Objective

To provide policy development, advice and support to the department and the post-secondary education sector in areas where provincial post-secondary education, skills training and labour market development policies affect, or are affected by, related policies of the federal and other provincial and territorial governments.

Activities and Accomplishments

- Provided support to Common Labour Market Planning Forums with the Federation of Saskatchewan Indian Nations, the Métis Nation of Saskatchewan, and Human Resources Development Canada, to promote the participation and success of First Nations and Métis people in training and employment.
- Provided support to the Minister of Post-Secondary Education and Skills Training as the Chair of the Council of Ministers of Education, Canada (CMEC).
- Provided provincial input into a number of multi-lateral initiatives through the Forum of Labour Market Ministers (FLMM), including labour market information.
- Led provincial implementation, in cooperation with other departments, of the labour mobility chapter of the Agreement on Internal Trade.

Key Objectives, 2000-2001

- Lead departmental implementation of Performance Management and Accountability guidelines, including development of performance measures for the sector plan.
- Implement departmental evaluation plan, including completion of the Provincial Training Allowance evaluation and evaluations of: the Canada-Saskatchewan Labour Market Development Agreement; JobStart/Future Skills; Career and Employment Services in Regina and Saskatoon; and, the Employability Assistance for Persons with Disabilities (EAPD) program.
- Develop and implement a Labour Market Information and Planning Framework and Labour Market Information Strategy under the Canada-Saskatchewan Labour Market Development Agreement.
- Provide research, analysis and policy development support to priority areas for the sector.
- Provide support to departmental involvement in intergovernmental structures, including the Council of Ministers of Education, Canada; the Forum of Labour Market Ministers; and, the Agreement on Internal Trade.

Corporate Information and Technology Branch

The branch manages the development, operation and maintenance of a broad range of information technology and systems including data bases, networks, and automated systems, to enable department staff and post-secondary education and training partners to carry out their responsibilities.

Key Objectives/Major Activities and Accomplishments, 1999-2000

Objective

To continue the development of plans and processes in support of the Corporate Information Management approach to information and technology management.

Activities and Accomplishments

➢ The department initiated the implementation of its Information and Technology Management Strategy. This strategy was developed to support the achievement of its mission in the development and operation of post-secondary education, skills training and labour market programs in the province.

➢ In consultation with program staff, updated the Strategic Information Resource Plan to guide information technology development projects, maintenance and operations for the department over the next three years.

Objective

To collaborate on government-wide initiatives and departmental planning processes around information and technology to improve services to clients.

Activities and Accomplishments

➢ Contributed to the development of planning guidelines for Information Technology plans that support departmental strategic plans under the Performance Management and Accountability Project.

➢ Created a written security policy within the framework of the government-wide Security Charter.

➢ Directed the Y2K readiness program and ensured staff availability during the critical period.

Objective

To service and coordinate the systems, network and information needs required by the *Saskatchewan Training Strategy*, the Labour Market Development Agreement, the department and sector partners.

Activities and Accomplishments

➢ Developed and implemented three major information systems during 1999-2000 to support the *Saskatchewan Training Strategy* and the Labour Market Development Agreement:
- Apprenticeship & Trade Certification System: Phase 2;
- Employment Programs Tracking and Monitoring System Phase II; and,
- Job Order/Job Matching, including an Interactive Voice Response component.

➢ The department initiated development of a Student Information System that will support the Regional Colleges in delivering their programs and provide the department with accountability and planning information.

➢ Developed and implemented a Fiscal Forecasting System to support the department's budgeting and forecasting processes, and, a Management Information Dashboard to support program management in the Canada-Saskatchewan Career and Employment Services offices.

➢ Developed the province-wide capital asset security and management system.

Objective

To annually update the Strategic Information Resource Plan (SIRP) and Global Architecture in support of the department's business.

Activities and Accomplishments

- The 1999-2000 SIRP Update extends the coverage of the One Client Service Model (OCSM) to include data sharing with the Regional Colleges and SIAST.
- The 1999-2000 SIRP Update incorporates support to the department's leadership role for Technology Enhanced Learning.

Objective

To use the web site and the One Client Service Model to improve services to clients.

Activities and Accomplishments

- Modified the Career and Employment Information system to operate via the Internet to increase accessibility from any location in the province.

Key Objectives, 2000-2001

- To ensure Information Technology activities align with government, department and sector strategic plans.
- To support sector and department evaluation, accountability and reporting requirements.
- To support program staff in improving existing client services and developing new services through the appropriate use of information and application of technology.
- To work with program staff to enhance the content, format, accessibility and accuracy of information provided to clients by the department.

Technology Enhanced Learning Branch

The Technology Enhanced Learning Branch is responsible for working with the post-secondary sector and other partners to support the appropriate use of technology. The branch encourages system-wide collaboration and innovation to encourage new approaches to teaching and learning using technologies. The branch works to enhance access and quality of programs to meet the learning needs of all residents.

The branch administers the Multimedia Program Development and Support Fund, allocated to the universities and SIAST, to develop more flexible ways of delivering programs and services using technologies. Seed funding is provided to the institutions to develop multimedia courseware, learning support services and instructional strategies using, for example, interactive CD-ROMs or Internet web-based resources.

Key Objectives/Major Activities and Accomplishments, 1999-2000

Objective

Lead development of a system-wide plan for technology enhanced learning (TEL) in the post-secondary education and training sector.

Activities and Accomplishments

➢ The TEL Action Plan was drafted in cooperation with the post-secondary sector to establish the vision, goals, principles, key enablers and actions that will guide future collaborative efforts and investments in technology enhanced learning. Development of the plan was supported by financial assistance from Industry Canada.

Objective

Support innovative multimedia projects and program delivery linked to individual, community and employer needs for technology enhanced learning.

Activities and Accomplishments

➢ Fourteen new multimedia projects were approved, involving the universities, SIAST, Regional Colleges, the apprenticeship program, Aboriginal institutions and other partners in developing applications of TEL to address a variety of learning needs. Most projects entail experimentation with online production and delivery. Projects include fields of study such as:

- Electrician Apprenticeship Training;
- Instructional Development in Multimedia Technology;
- New Media;
- Advanced Clinical Nursing Health Assessment;
- Nursing Education Program;
- Interdisciplinary Case Studies in Biotechnology;
- Introductory Agriculture;
- Basic Education;
- Writing Skills;
- Métis History;
- Holistic Health and Lifestyle Practice: A First Nations, Métis and Rural Perspective;
- Introduction to Social Welfare and Social Work;
- First year French language instruction; and,
- Introductory Chemistry.

➢ Since its inception in 1995-1996, the department's Multimedia Program Development and Support Fund has made possible a total of 63 projects. The province's contribution of $.250 million per year to the projects has levered additional in-kind and financial resources, estimated at approximately four times this amount, from the institutions, industry and other government agencies to support innovative use of technologies in the post-secondary sector.

Objective

Establish forums for coordination and collaboration in use of TEL across the post-secondary sector and with related agencies.

Activities and Accomplishments

- A TEL Forum was convened in the Fall of 1999 to bring together a range of post-secondary partners to discuss priorities and issues in technology enhanced learning. The Forum provided broad direction for development of the TEL Action Plan. A TEL Steering Committee, with representation from the two universities, SIAST and the department, was created to undertake more detailed development of the plan.

- Priorities for course development and delivery in rural and northern areas via the Saskatchewan Communications Network (SCN) were identified through a collaborative process involving the department, post-secondary institutions, SCN and Saskatchewan Education. In 1999-2000, a total of 32 post-secondary credit courses were offered at SCN broadcast sites, using 893 hours of satellite time. Provincial funding of $7.3 million was provided to SCN in 1999-2000 for operation of its public television channel as well as the satellite training network.

Objective

Secure post-secondary participation in provincial initiatives to increase institutional and community electronic networking capabilities at an affordable cost.

Activities and Accomplishments

- Post-Secondary Education and Skills Training joined with the Information Technology Office, Economic and Cooperative Development, and other provincial departments to develop a shared, advanced telecommunications network. The network will provide high speed Internet access for most learning facilities in the post-secondary and K-12 systems.

Key Objectives, 2000-2001

- Work with the post-secondary sector to implement the TEL Action Plan and its strategic collaborative priorities. These priorities include developing a Saskatchewan Virtual Campus and a network of technology enhanced learning services for students in urban, rural and northern Saskatchewan.

- Support continuing development of TEL content within courses and programs to increase online learning opportunities for Saskatchewan people.

- Develop a stronger partnership with the federal government to coordinate and maximize investments in TEL by the two orders of government.

- Develop performance indicators for monitoring implementation of the TEL Action Plan and its results.

- Continue liaison with SCN to identify post-secondary priorities and needs for SCN programming and services.

Human Resources Branch

The Human Resources Branch provides advice, support and leadership in the strategic planning and management of department human resources. The branch also provides labour relations and compensation services to the Regional Colleges.

Key Objectives/Major Activities and Accomplishments, 1999-2000

Objective

To provide leadership to the department in the areas of personnel, payroll and benefits administration and labour relations.

Activities and Accomplishments

- Provided support and advice to managers and employees on contract interpretation and issue resolution.
- Provided support and advice on staffing to managers to meet their resource requirements:
  - 56 permanent positions were staffed;
  - 99 non-permanent staffing actions occurred;
  - 4 Co-op Students were hired; and,
  - 21 Summer Students were hired.
- Provided managers and employees with advice during the implementation phase of the New Class Plan.
- Provided support and advice to employees in the areas of personal development, performance management, employee assistance and benefits through consultation and referrals.

Objective

To develop employees through secondment, exchange and other learning activities that ensure employees are adequately prepared to provide an efficient and effective service to the public.

Activities and Accomplishments

- 14 individuals were seconded from other departments/agencies to provide individual development opportunities as well as meeting the immediate skill and program needs of the department on a temporary basis.
- 247 employees attended learning and development opportunities that supported employees in providing quality client service. The average number of days of training per employee was 4 days per employee.

Objective

To work with the Department Union Management Committee to demonstrate a commitment toward working together, enhancing the working environment in the department and increasing awareness of employment equity issues.

Activities and Accomplishments

- Worked with the Union Management Committee to ensure a smooth transfer of staff to the Apprenticeship and Trade Certification Commission and an effective separation of Shared Services.
- Supported and advised managers and employees on employment equity:
  - Exceeded permanent employment equity goals for designated target groups, with the exception of Women in Non-Traditional Positions.
  - Exceeded the non-permanent employment equity goals. Thirty-six individuals from employment equity designated group members were hired as non-permanent staff.
  - Supported staff attendance at equity and diversity learning events: 34 individuals attended equity and diversity learning events.
- Supported the department union management committee to demonstrate a commitment toward working together and enhancing the work environment:

- Received input and assisted staff to understand the following: staff transfers, staff retentions, new class plan, learning and development, health and safety, and employment equity.
- Coordinated the attendance of union management committee members at Mediation learning events to assist them in performing their responsibilities.

Objective

To lead internal committees to provide a safe and healthy workplace for our employees.

Activities and Accomplishments

➢ Ensured the following learning events were provided:

- Occupational Health & Safety Training for committee members; and,
- First Aid/CPR Training.

Objective

To provide leadership in Human Resource planning and organizational development.

Activities and Accomplishments

➢ Supported government operations through participation at the Provincial Bargaining Table; and Human Resource Committees with the development of Human Resource policies and legislation.

Objective

To liaise, advise and support Regional Colleges with human resource matters.

Activities and Accomplishments

➢ Provided service to the Regional Colleges on an ongoing basis in the negotiation and interpretation of contracts, compensation and personnel policy.

➢ Provided support to Regional College management on an ongoing basis in conflict resolution along with grievance and arbitration procedures.

Key Objectives, 2000-2001

➢ To develop and implement a transition plan to accomplish the separation of shared services within the Human Resources Branch.

➢ To provide leadership in Human Resources Planning.

➢ To provide leadership, support and advice to the department in the areas of staffing, personnel, benefits administration and labour relations.

➢ To develop employees through secondment, exchange and other learning activities that ensure employees are adequately prepared to provide an efficient and effective service to the public.

➢ To support the department union/management committee to demonstrate a commitment toward working together and enhancing the working environment.

➢ To support and advise managers, employees, and department employment equity committee in developing and implementing a strategy to achieve a representative workforce.

➢ To lead internal committees to provide a safe and healthy workplace for our employees.

➢ To provide service to the Regional Colleges on an ongoing basis in the negotiation and interpretation of contracts, compensation and personnel policy.

➢ To provide leadership and support in the areas of personnel, benefits administration and labour relations in the development of the Saskatchewan Apprenticeship and Trade Certification Commission.

Communications Branch

The Communications Branch supports the strategic directions for post-secondary education and skills training in Saskatchewan and reflects government-wide priorities.

Key Objectives/Major Activities and Accomplishments, 1999-2000

Objective

To support the department's and government's priorities and strategic directions, and as a pilot department implementing the government-wide Accountability Framework.

Activities and Accomplishments

- Aligned communications branch services and activities with the department's goals and objectives, as developed in the sector strategic plan.
- Established distinct communications services for the Department of Post-Secondary Education and Skills Training, winding up the former shared services structure and activities with Saskatchewan Education.
- Regularized polling to establish baselines and data, permitting the longitudinal measurement of public opinion and research.

Objective

To develop and implement strategic communications plans and issues management processes.

Activities and Accomplishments

- Prepared strategic communications plans linked to the department budget and government-wide priorities, including two major public awareness campaigns respecting regional service delivery and apprenticeship.
- Managed an extensive, province-wide public consultation on improving financial access to higher education.

Objective

To enhance public access to department services and meet changing regional delivery needs.

Activities and Accomplishments

- Developed a public/corporate identity reflecting the key public access points to the department (Career and Employment Services twenty locations, *SaskNetWork* web site, and toll-free telephone 1-800-597-8278).
- Expanded collaboration and communications with sector partners, including a memorandum of understanding with the Apprenticeship and Trade Certification Commission, and the development and implementation of a system-wide promotion of Regional Colleges.

Key Objectives, 2000-2001

- To improve communications, reporting and public awareness including:
  - development and implementation of a performance reporting framework for the post-secondary sector;
  - coordination of communications planning with post-secondary institutions/partners; and,
  - communication of sector plans, programs and services, and achievements to the public.
- To develop and implement strategic communications plans and issues management processes.

Finance and Operations Branch

The Finance and Operations Branch operated as a shared service providing financial, accounting, capital planning, contractual, legislative, corporate information technology, administrative and resource centre support to both Saskatchewan Post-Secondary Education and Skills Training, and Saskatchewan Education.

The branch performs a leadership and service role in administration, financial planning/analysis and development of policies, procedures and legislative instruments that support sector-wide programs and priorities. Fiscal responsibilities include the distribution of operating and capital grants to post-secondary education and skills training institutions.

In the Fall of 1999, a management decision was made to transition the shared services activities and establish these services directly and independently within each of the departments effective April 1, 2000. Throughout this time period, staff and responsibilities have been reorganized to reflect each department's unique needs. The ministerial correspondence and legislative instruments document tracking and packaging processes have been consolidated. The Resource Centre has been transferred to Saskatchewan Education but services continue to Post-Secondary Education and Skills Training. Corporate Information and Technology now functions as a separate branch.

The Finance and Operations Branch includes four units:

- **Financial Planning** is responsible for financial policy, planning and analysis, expenditure management, public accounts, payrolls and benefits, budgets and provincial audit activities, and, interpretation of financial and fiscal policies.
- **Legislative and Contract Services** manages the development and approval of legislative instruments, freedom of information requests and service contracts, and, provides interpretations of legislation and regulations.
- **Facilities and Administrative Services** has responsibility for third party capital requirements and funding, departmental capital assets and general administrative support services (including mail service, accommodations planning and development).
- **Revenue and Quality Assurance** has responsibility for revenue management including the Labour Market Development Agreement (LMDA), quality assurance and internal control functions.

Key Objectives/Major Activities and Accomplishments, 1999-2000

Objective

Provide management consulting, financial policy and financial analytical services.

Activities and Accomplishments

- Developed the shared services options paper with respect to separation of the central functions and resulting branch transition plan.
- Coordinated the overall budget and fiscal management plan.
- Provided financial policy and operational advice in establishing the Apprenticeship and Trade Certification Commission.
- Provided financial policy and analytical support to the Regional Colleges Review, the SIAST Review, the SIAST/Regional Colleges Funding Task Team, and the DesRosiers funding mechanisms process for the universities.
- Provided financial policy and analytical support to the business plan development process for SIAST and the Regional Colleges.
- Provided financial policy and analytical support to the accountability planning process.
- Coordinated and managed the legislative and regulatory reform workplans.
- Initiated delegation of administrative functions to the branch and field level.
- Developed the revenue and expenditure forecast, claim and financial reporting requirements under the LMDA.

Objective

Effectively manage delivery of the central support, technology and reporting services.

Activities and Accomplishments

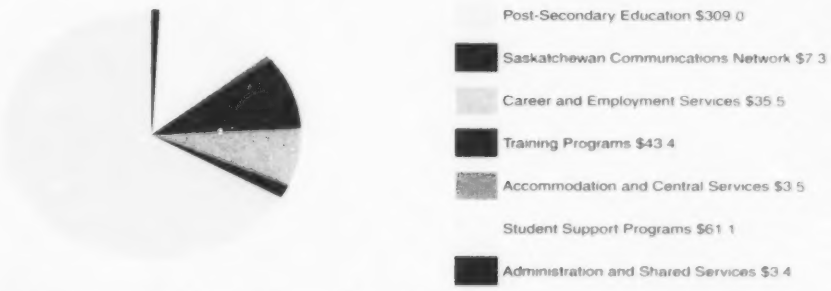
- Expanded and enhanced the One Client Service Model (OCSM) technology in support of province-wide client service.
- Commenced development with Regional Colleges on the Student Information Systems to enhance client services and reporting.
- Developed new fiscal forecasting and accountability systems.
- Exceeded government standards in the timeliness and accuracy of payments.
- Managed the review and processing of 232 legislative instruments to Cabinet, the review and processing of 640 contracts, and, the preparation of 33 Freedom of Information responses.
- Managed the capital expenditures for 1999-2000 of $23.224 million to the post-secondary education and skills training sector:

1999-2000 Capital Expenditures

Millions	Institutions
$ 19.975	**Universities** Sustaining Capital
	Regional Colleges
$ 0.249	Carlton Trail Regional College
$ 0.199	Parkland Regional College
$ 0.244	Northlands College
$ 0.157	Smaller projects throughout the Regional Colleges
$ 0.849	**Total Regional Colleges**
	SIAST
$ 0.075	Palliser Campus
$ 0.824	Wascana Campus – NEPS expansion
$ 1.500	Wascana Campus – Redevelopment & Program Enhancements
$ 2.400	**Total SIAST**

- Provided research support, career resources and access to full-text data bases through the Resource Centre.
- Coordinated the provincial-wide accommodations program for the department, including completion of ten Canada-Saskatchewan Career and Employment Services.

1999-2000 Actual Expenditures

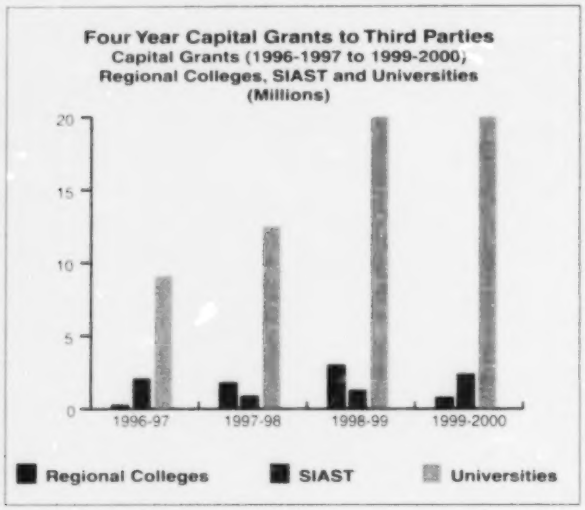

Post-Secondary Education $309.0
Saskatchewan Communications Network $7.3
Career and Employment Services $35.5
Training Programs $43.4
Accommodation and Central Services $3.5
Student Support Programs $61.1
Administration and Shared Services $3.4

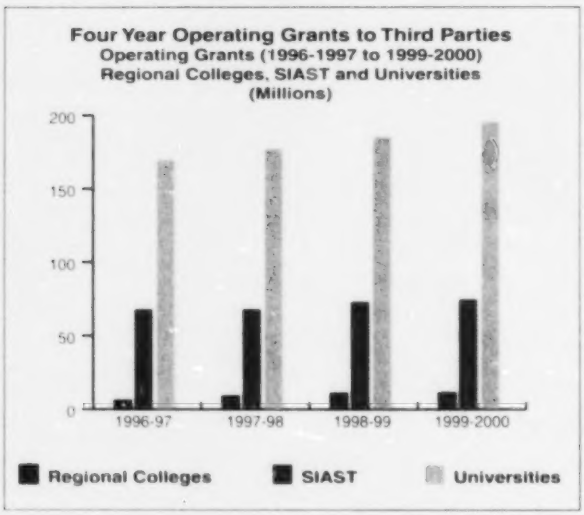
Source: Department of Post-Secondary Education and Skills Training

DEPARTMENT ANNUAL REVENUE
1996-1997 to 1999-2000
(Thousands)

	1996-1997	1997-1998	1998-1999	1999-2000
Privileges, Licences and Permits	$ 250	$ 265	$ 270	$ 235
Sales, Services and Service Fees	$ 33	$ 36	$ 43	$ 46
Receipts from Other Governments	$ 15,148	$ 12,174	$ 20,275	$ 52,143
Other Revenue	$ 103	$ 302	$ 1,178	$ 462
TOTAL REVENUES	**$ 15,534**	**$ 12,777**	**$ 21,766**	**$ 52,886**

Source: Public Accounts, volume 2 and Department of Post-Secondary Education and Skills Training





Key Objectives, 2000-2001

- Ensure functional organization of the branch to maximize service levels, meet department objectives and provide responsive service to a province-wide, regional client delivery network.
- Develop appropriate policies, standards and procedures that balance administrative, compliance and accountability requirements with the service needs of the department.
- Ensure appropriate policies, procedures and controls are in place to account for and safeguard public moneys.
- Develop appropriate reporting standards to reflect accountability and administrative transparency.
- Provide leadership in the development of strategic capital and financial policy, plans, and processes.

Appendix A

Summary of Achievements of Saskatchewan Training Strategy, 1999-2000

Goal 1: Develop a Skilled Workforce Relevant to Saskatchewan's Labour Market

Objective 1.1
Develop better labour market information and planning at regional, sectoral and provincial levels.

Specific Actions	Achievements 1999/2000
1.1.1. Establish regional education, training and employment partnerships to jointly identify employment opportunities and plan training and labour market services to enable local people to access jobs available or created in the region.	Strategies to identify regional human resource training needs required to effectively match regional labour market requirements are being developed in each region with key partners including HRDC, Social Services, Community-Based Organizations, Regional Colleges and SIAST.
1.1.2. Implement industry sector training partnerships for human resource planning, and training approaches to meet sectoral skilled employment needs.	Examined the current and future supply and demand for the nursing professions in Saskatchewan; to assist in program planning in partnership with Sask Health.
1.1.3 Implement an automated province-wide network to give people direct access to up-to-date information on jobs, skill requirements and training opportunities. Design and pilot through to completion a Canada-Saskatchewan Strategic Initiative.	Produced the 1999 Strategic Initiatives Employment Forecast by industry and occupation for Saskatchewan to assist in regional and provincial planning processes, in partnership with HRDC and Economic & Co-operative Development. Produced Saskatchewan Labour Market Trends Report which examined historical demographic and labour force patterns and the impact of those trends on the future supply of workers in Saskatchewan, to assist in strategic planning for the post-secondary education, training and employment services sector. Activity on the SaskNetWork web site continues to grow, averaging 40,000 hits per month. SaskJobs, an online job seeker/employer service became available in November 1999 and as of March 31, 2000 had posted 3,857 jobs.

Objective 1.2
Increase access and make skills training more timely and relevant to industry and community employment needs.

Specific Actions	Achievements 1999/2000
1.2.1. Improve SIAST's ability to develop new programs in response to provincial and sectoral labour market changes.	• The Computer Systems Technology program at Kelsey Campus doubled its capacity to 96 seats. • A new Water & Wastewater Technician program was delivered at Palliser Campus (15 seats). • The Power Engineering program at Kelsey Campus was revised and expanded from a one-year technician to a two-year technology program. • A Chemical Dependency Post Diploma Certificate was introduced at Woodland Campus. • An Ecotourism Certificate (15 seats) was introduced at Woodland Campus. • A Meat Processing Certificate (12 seats) began at Kelsey Campus. • The Nursing Education Program of Saskatchewan was increased by 80 seats.
1.2.2. Improve SIAST's flexibility to respond to regional labour market needs.	In an effort to increase responsiveness and accessibility in the delivery of training across the province, SIAST has focused its attention on the innovative use of technology, the delivery of instruction in a multi-modal fashion through multiple sites and the development of supporting partnerships. SIAST provides training to 43,000 students annually and provides approximately 200 one and two year programs in agriculture, community services, health, industrial training, nursing, science and technology. Training is also provided for Apprenticeship, Basic Education and skills development programs.

Specific Actions	Achievements 1999/2000
1.2.3. Expand the Quick Skills Program in provincially funded institutions to train 1,500 people annually to meet industry and community immediate needs for skilled workers.	A total of 2,347 individuals received training under the QuickSkills program in 1999/00 at a cost of $9.439 million.
1.2.4. Expand JobStart/Future Skills to provide work-based training opportunities for 1,500 people annually for unemployed people entering new jobs and retraining or upskilling for existing workers facing workplace change.	3,509 Saskatchewan people received training for new jobs or retraining for existing jobs in 1999/00 at a cost of $3.9 million.
1.2.5. Review options for incentives to encourage business and labour to invest in training.	Framework developed for the 2000/01 evaluation of JobStart/Future Skills. In January 2000, the Ministers of Post-Secondary Education and Skills Training and Education led a provincial public consultation on ways to improve financial access to post-secondary education and training in Saskatchewan. There were 15 public meetings attended by more than 800 people, with many more individuals and organizations providing written submissions. Many ideas and suggestions were brought forward and discussed, including options that encourage employers to provide students with valuable work experience and a chance to earn income before, or while in, school. There was also considerable public support for providing incentives to graduates to stay and work in Saskatchewan after completing their studies. As one response to the public consultations, the province introduced a new $350 Post-Secondary Graduate Tax Credit in 2000/01. The new tax credit will help to keep graduates in Saskatchewan and attract graduates from other areas to the province.

Specific Actions	Achievements 1999/2000
1.2.6. Encourage better use of technology and partnerships to extend access and improve effectiveness of training programs: Pilot innovative approaches through the Provincial Multimedia Learning Strategy and Canada-Saskatchewan Strategic Initiatives Agreement.	• LearnLinc, a synchronous distance delivery system, was acquired by SIAST as part of its Virtual Campus plan in June 1999. • SIAST is expanding its technological infrastructure and electronic curriculum development capability for on-line and distance delivery. • There are 23 SIAST classes available from SCN, and a total of 27 classes available on-line. 1504 students were enrolled in the SIAST courses delivered through SCN in 1999/00. • Training was provided for instructors in the use of technology and support for evaluation of the Southeast Distance Education Pilot, involving K-12 schools, regional colleges, SIAST, universities, SaskTel and SCN. • The Multimedia Program Development and Support Fund provided assistance for 15 programs to develop innovative approaches to training using new technologies.
1.2.7. Enhance the participation of private vocational schools and Aboriginal institutions in regional planning, credit transfer and prior learning assessment arrangements and, where appropriate, in the delivery of training.	Strengthened accountability provisions for Private Vocational Schools including tracking and reporting student completion and employments. With the Saskatchewan Association of Career Colleges, hosted *Partnership for Student Success: An Accountability Symposium* which was attended by 32 schools and 169 participants including PVS owners, managers, instructors, students and representatives of PSEST. Worked with two PVS Advisory Committees to undertake a comprehensive review of the PVS Regulations.

Specific Actions	Achievements 1999/2000
1.2.8. Develop training partnerships with specific sectors of industry and training approaches to better meet their needs for skilled workers.	The Sector Partnerships Program approved nine new partnerships in 1999/00: • Homebuilders; • Floriculture; • Cosmetology; • Commercial Fishing; • Information Technology; • Saskatchewan Association of Health Organizations (SAHO) – Aboriginal Awareness; • Mechanical Contractors; • Aviation; and, • Trucking Phase III. In Phase II - MultiParty Training Plan, there have been 495 enrollments in upgrading, skills training and apprenticeship and 272 completions.

Objective 1.3
Increase the responsiveness of the Apprenticeship and Trade Certification program to better meet industry needs.

Specific Actions	Achievements 1999/2000
1.3.1. Secure funding for apprenticeship training and trade certification to fully offset the federal withdrawal. Use funding to support apprenticeship renewal.	Increased funding of approximately $1.5 million provided to support increased demand for apprenticeship training and certification. The number of registered apprentices reached 5,300 in 1999/00; the number of apprentices in technical training was 2,700. Revenue generation options under development by new industry-led Apprenticeship and Trade Certification Commission.

Specific Actions	Achievements 1999/2000
1.3.2. Work with industry (employers and workers), SIAST and other trainers to develop and implement: • Options for increased industry involvement and responsibility; • Increased innovation and flexibility in training delivery and trades certification; • Increased access to apprenticeable trades for Saskatchewan's diverse workforce; • Shared responsibility for the costs of apprenticeship technical training; and, • Strengthened partnerships to support apprenticeship.	New Apprenticeship and Trade Certification Act, 1999 was passed and proclaimed on October 1, 1999 to establish the Apprenticeship and Trade Certification Commission to manage the apprenticeship system and its renewal. The Provincial Apprenticeship Board formed transitional Commission Board. Staff and apprenticeship budget transferred to new Commission. Commission developed its five-year strategic plan to address industry leadership, training responsiveness, increase access for Saskatchewan's diverse workforce, funding and partnerships. Commission appointed forty-four new Trade Boards. Commission designated three new trades: • electronics assembler; • custom harvester; and, • pipeline equipment operator.
1.3.3. Increase quality assurance and monitoring of the work-based training component of apprenticeship training.	Work is underway on the development of a Train the Trainer program and enhanced workplace training guides and tools.
1.3.4. Work with industry, other provinces and the federal government to enhance national occupational standards and interprovincial certification and mobility.	A new national apprenticeship body, the Canadian Apprenticeship Forum, has been formed to deal with national apprenticeship issues. It is made up of business, labour, equity, trainers, the Canadian Council of Directors of Apprenticeship, the Interprovincial Alliance of Apprenticeship Board Chairs and HRDC. Saskatchewan is overseeing the financial coordination of the Interprovincial Computerized Examination Management System (ICEMS) to improve the management and application of Red Seal examinations.

Objective 1.4
Make basic education more responsive to the education, training and employment needs of learners and employers.

Specific Actions	Achievements 1999/2000
1.4.1. Implement a new provincial Basic Education Program to better respond to learners' needs for language, literacy, academic upgrading and employability skills by: • Consolidating existing programs and providing stable funding; • Developing better linkages with skills training, post-secondary education and employment; • Supporting partnerships with institutions and community-based organizations to better serve learners with unique needs; • Separating training from income support to make possible new, more flexible delivery approaches; and, • Emphasizing bridging, i.e., the right combination of life skills and education to increase students' employability.	Approximately 8,000 learners received basic education and literacy training in 1999/00. The department completed a Basic Education Evaluation in 1999/00. While the evaluation was very positive, a number of recommendations will be acted upon to make improvements to the program. Examples include: • develop standard assessment processes/protocols for applicant eligibility • review and redesign the Basic Education 10 program and ensure the inclusion of employability skills, and • ensure that Basic Education program policies reflect the needs of Aboriginal students and communities.
1.4.2. Improve counselling and assessment services to ensure basic education learners are successful in their program choices.	SIAST is developing appropriate strategies aimed at enhancing student retention and transition rates from basic education to skills training. Efforts are concentrated on increasing the level of literacy, numeracy and employability skills within the curriculum and instructional strategies. Priority is being given to the development of a career/employment curriculum that assists adult learners to obtain sustainable employment.
1.4.3. Increase funding and access to fully offset the federal withdrawal by introducing a literacy and basic education Links to Employment Fund to encourage the use of technology, workplace and family literacy, linkages to skills training or jobs and partnerships with communities.	The Links to Employment program provided 1,280 training opportunities at a cost of $1.65 million. The Basic Education Evaluation Working Group recommended that the Links to Employment program be merged with the Bridging program. The Program has been folded into the Bridging program for 2000/01. A total of 836 people participated in 20 Family Literacy projects at a cost of $300,000.

Goal 2: Enhance Access and Support Opportunities for All Learners

Objective 2.1
Assist low income learners to access training.

Specific Actions	Achievements 1999/2000
2.1.1. Develop and implement a Provincial Training Allowance which consolidates existing income support for low income students, including social assistance recipients, enrolled in basic education and related courses.	In 1999/00 measures such as: partnering with Social Services and other organizations to provide income support in certain types of training; utilizing Student Loans for some skills training; and limiting the length of time that the Provincial Training Allowance (PTA) is available over the summer break were taken to successfully reduce the over-expenditure pressures incurred in 1998/99. Expenditures for 5,400 students were $19.7 million in 1999/00. A formalized evaluation of the PTA was started in the fall of 1999, and will be completed by the fall of 2000. In 2000/01, the PTA will begin providing living allowances for an estimated 200 students enrolled in certain programs funded through the Employability Assistance for People with Disabilities Program.
2.1.2. Negotiate an agreement with the federal government for providing loans and grants for trainees under the Employment Insurance program.	The Skills Training Benefit (STB) completed its first full year of operation in 1999/00, providing close to 2,900 Employment Insurance clients with $11.6 million in financial assistance to undertake training. In July of 1999, the province also began providing living allowances for Employment Insurance eligible apprentices in technical training. 1,300 apprentices received $857,000 in allowances.

Objective 2.2
Maximize recognition and transfer of learning to increase mobility and access for learners.

Specific Actions	Achievements 1999/2000
2.2.1. Develop and implement policies and mechanisms for improving: • Recognition of formal and informal work-based training for credit within institutional programs; • Transferability of credits among educational institutions and programs; • Prior learning assessment and recognition for entry into basic education, institutional, and work-based training programs; and, • Assessment and recognition of interprovincial and foreign credentials.	SIAST and Certified General Accountants Association (CGA) Saskatchewan established full equivalency for the SIAST Accountancy program and for the Foundation Levels 1-3 of the CGA program of professional studies. More than 158 SIAST applicants requested Prior Learning Assessment (PLAR) for 239 courses. Of those 239 courses, 209 were recognized and given credit. Approximately 120 IQAS requests were handled in 1999/00.
2.2.2. Provide readily accessible information for learners on opportunities for maximizing the transfer and recognition of learning.	An electronic transfer guide for SIAST and the universities is under development. Post-secondary education institutions publish changes to credit transfer guidelines and programs annually.

Objective 2.3
Provide improved access to career and employment services to support people in making their career plans and obtaining training or employment.

Specific Actions	Achievements 1999/2000
2.3.1 Enhance public access to improved career and employment services on a regional basis, building on existing strengths within the system by: • Improving partnerships at the local, regional and provincial levels to plan and deliver effective services; and, • Using information technology and multimedia to deliver career and employment services in new ways and expand clients' access to those services.	17 of the 20 CSCES offices are in permanent locations with resource rooms and internet access capacity available to the public as well as sponsored clients. Assisted self-service model allows clients to individually access career and employment information on-line from SaskNetWork and a variety of national and international links. Career Service Information officers are available on site to assist clients and to help arrange interviews with career and employment consultants for in-depth assessment and development of a career action plan. Through the Human Services Integration Forum, the department continues to strengthen its information sharing and linkages with Social Services, Education, Justice, Intergovernmental and Aboriginal Affairs, Municipal Affairs, Culture and Housing, and Health by actively participating in the Regional Intersectoral Committees. Palliser Career Services conducted sessions on the value of career counselling in the communities of Briercrest, Rouleau and Mortlach. A Career Goal Setting agreement for 1999/00 was also initiated between SIAST and Thunder Creek School Division. The agreement emphasizes the importance of joint participation by students, parents and career counsellors in career planning.
2.3.2. Support a 1-800 provincial Career Information Hotline that complements career services at the local level.	The Career Information Hotline has remained a key part of the department's delivery system. 10,643 calls were made to the Hotline in 1999/00.

Objective 2.4
Support social assistance recipients in developing their skills and finding sustainable jobs.

Specific Actions	Achievements 1999/2000
2.4.1. Design and implement new employment programs for social assistance recipients including: • A bridging program to provide basic skills and work experience for people who aren't yet ready for jobs; • A work placement program to support subsidized and non-subsidized placements with private sector employers; • A community placement program to support subsidized and non-subsidized placements with non-government organizations and municipalities, including funds to cover project supervision costs; and, • Stronger linkages between training and employment programs and improved coordination with employers.	A total of 3,040 (60% of total participants) opportunities were provided in 1999/00 for social assistance recipients to prepare them to obtain employment through the province's new Employment Programs. Approximately 825 JobStart/Future Skills participants (25% of total participants) were on social assistance prior to entering the program.
2.4.2. Enhance job development services to identify employment opportunities for social assistance recipients and to gear training or work experience to prepare people for these jobs.	During 1999/00, Career and Employment Services consultants continued to work with employers, community-based organizations and local government structures to identify job possibilities, as well as to inform employers about the appropriate programs and services available to help bring social assistance recipients into a job.
2.4.3. Implement a pilot project to test approaches for providing youth on social assistance with education, training, work experience and other supports to become self-sufficient.	The 2-year pilot in Prince Albert, **Youth Futures**, (1997/98 and 1998/99), to assist youth in making the transition to adulthood and becoming contributing members of society was funded for an additional year to enable evaluation. It concluded on March 31, 2000.

Objective 2.5
Promote equity, fairness and diversity throughout the training and employment system.

Specific Actions

2.5.1 Develop and implement a system-wide approach to education and employment equity throughout the training system to:

- Work towards representative participation of equity group members in training programs and labour market services;
- Require inclusive approaches so that programs and services fit the particular needs of learners from different groups;
- Identify and remove physical, cultural and gender barriers to successful participation; and,
- Require training institutions to have policies and undertake awareness activities related to sexual and racial harassment.

Achievements 1999/2000

In their business plans, Regional Colleges have identified strategies to support education and employment equity. Here are some highlights from the latest report on SIAST's Education Equity Plan:

- The Kelsey Campus Aboriginal application rate increased 3.1 per cent from 9.1 per cent in 1997/98 to 12.2 per cent in 1998/99.
- Visible Minority enrollment rates increased at all campuses.
- At Palliser Campus, the percentage of withdrawals for students with disabilities decreased by 2.7 per cent from 6.1 per cent in 1997/98 to 3.4 per cent in 1998/99.
- In collaboration with Women in Trades and Technology (WITT), SIAST is carrying out a study on recruitment and retention issues with a focus on how this affects women.
- SIAST Human Resources introduced employee development activities in the areas of equity, technology use, conflict resolution and supervisory skills across the organization in 1998/99.
- Aboriginal Awareness Days were held at Woodland and Wascana Campuses in April and May 2000 respectively.

SIAST's joint union-management employment equity committee reviewed a draft employment equity plan in March 2000. Revisions to the plan are underway and it is expected that a final draft will be presented to both union and senior management in June 2000 for approval.

2.5.2. Support the role of community-based organizations in providing services to people with special needs.

A new funding model has been developed for Community-based Organizations (CBOs).

Goal 3:
Create a Coherent, Effective and Sustainable Delivery System

Objective 3.1
Develop an integrated regional delivery system for training and labour market services.

Specific Actions	Achievements 1999/2000
3.1.1. Enhance regional delivery in rural and northern areas by integrating functions of the New Careers Corporation and Regional Colleges. The enhanced Regional Colleges will have an expanded mandate to work with community partners to more effectively plan and deliver: • Career services and labour market information; • Basic education; • Work-based training; • SIAST and university credit programs; • Employment programs and services for social assistance recipients; • Provincial training allowance; and, • Potentially, federal employment.	Canada-Saskatchewan Career and Employment Services have resource centres equipped with wide ranging information on training and employment topics. Individuals have access to the Internet, including a website called *SaskNetWork*. The *SaskNetWork* site enables people to explore career interests, job opportunities, local education and training programs and other employment and labour market information. Also available on the *SaskNetWork* website is a new job order/job matching service called SaskJobs. Employers and workers can use SaskJobs to post and search resumes and jobs.
3.1.2. In urban areas, phase in the integration of regional services delivered by New Careers Corporation and SIAST. Depending on the outcome of negotiations with the federal government, determine the appropriate regional organization and governance.	Completed in 1998/99.

Objective 3.2
Strengthen SIAST's provincial role in support of the Saskatchewan Training Strategy.

Specific Actions	Achievements 1999/2000
3.2.1. Provincial program funding will replace most of the federal cuts to SIAST.	SIAST received an increase of $4.0 million through the provincial government grant to provide for collective agreement settlement costs and to address Y2K issues. An additional $1.27 million is being provided to SIAST to expand access for Employment Insurance clients under the Canada–Saskatchewan Labour Market Development Agreement.

3.2.2. SIAST to develop and implement a plan for achieving priorities within the training strategy including proposals for:

- Enhanced access to technical education relevant to Saskatchewan's changing labour market;
- Multi-site delivery of technical education and training programs in urban, rural and northern areas based on needs and priorities identified in regional training plans;
- Improved support for work-based training, apprenticeship and other partnerships with industry;
- Improved credit transfer and prior learning assessment;
- Increased flexibility of programs to improve responsiveness to needs of learners, communities and employers;
- Industry sector approaches to planning, developing and delivering programs;
- Strengthened career and labour market information services for the public; and,
- Improved accountability.

A strategic partnership was established with the National Research Council to provide state-of-the-art training opportunities for staff and faculty in the Biotechnology program.

SIAST received a significant donation of Internet software from SaskTel for teaching and training purposes. The Internet software technology will help prepare SIAST students for employment in the most demanding sectors of the information technology industry.

SIAST signed an agreement with the B.C. Institute of Technology (BCIT) allowing SIAST to offer BCIT distance education Transystems courses as part of SIAST's Water and Wastewater Technician programs.

In December 1999, SIAST and the University of Regina formalized its working relationship by signing a Memorandum of Understanding. The agreement opened the door for more comprehensive discussion and exploration of:

- Credit transfer arrangements;
- Joint development and delivery of post-secondary programs; and,
- Opportunities for shared human and physical resources, services and facilities.

SIAST and the University of Regina established a joint program in environmental biology leading to both a biology degree and a diploma in Integrated Resource Management.

SIAST graduates continue to enjoy strong employment prospects. In 1999:

- 91% of labour force graduates responding to the Graduate Employment Survey were working;
- 83% were employed in a training-related occupation;
- 95% were working in Saskatchewan; and,
- 97% of all respondents rate the overall program quality as good to excellent.

Objective 3.3
Expand partnerships with First Nations and Métis institutions and services to better identify and meet Aboriginal training and employment needs.

Specific Actions	Achievements 1999/2000
Jointly develop methods for coordinating the Saskatchewan Training Strategy with First Nations and with Métis training and employment endeavours.	Established Common Labour Market Planning forums with both the FSIN and the MNS including: • Discussion around the most effective use of federal, provincial and Aboriginal funding earmarked for Aboriginal training and employment; • Working jointly to identify and facilitate processes for addressing the labour market needs of Saskatchewan's First Nation and Métis people; and • Progress made around these two tables will influence and support regional planning processes and partnerships.
3.3.2. Invite First Nations and Métis organizations to be active participants in regional education, training and employment partnerships to better identify Aboriginal training a..d employment needs and jointly develop strategies to meet them.	Dumont Technical Institute and Métis Employment and Training Agencies have participated in the regional planning needs identification throughout rural and northern Saskatchewan as well as in the provision of career and employment services to their respective constituencies.
3.3.3. Include First Nations and Métis organizations in sectoral training partnerships to develop strategies for training for jobs.	First Nations and Métis organizations have been invited to participate in nine new sectoral partnerships in 1999/00.
3.3.4. Enhance support to the Dumont Technical Institute (DTI) to deliver training to Métis people.	In 1999/00, $2.3 million in provincial funding was provided to Dumont Technical Institute to deliver basic education and skills training programs for Métis students. The department and DTI/GDI are in the preliminary stages of re-negotiating the contract between PSEST and DTI/GDI.
3.3.5. Improve academic partnerships between SIAST, Saskatchewan Indian Institute of Technologies (SIIT) and DTI including opportunities to recognize credit programs developed by the Aboriginal institutions for provincial delivery.	An applied certificate in Social Housing was developed for delivery to Métis personnel through the Saskatchewan Housing Corporation. Passage in June 2000 of an Act for SIIT lays the groundwork for developing a formal credit transfer agreement between SIIT and SIAST as well as serving as a catalyst on other institute-to-institute relationships that will benefit students.
3.3.6. Improve access for First Nations and Métis organizations to labour market information and career services resource materials.	SIIT and METSI continue to have access to the LMI Extranet.

Objective 3.4
Improve coordination and integration of federal and provincial employment programs and labour market services.

Specific Actions	Achievements 1999/2000
3.4.1. Negotiate with the federal government for cooperation in delivery of employment programs and other labour market programs and services for the unemployed.	Labour Market Development Agreement implementation underway through Canada–Saskatchewan Career and Employment Services and training and employment programs.
3.4.2. Work with the federal government to continue ongoing support of community-based organizations in the delivery of training and employment services.	Sustained funding to community-based organizations supported by the federal government prior to the transfer of labour market responsibilities.
3.4.3. Work closely with the federal government to re-define a new program that meets the needs of people with disabilities.	In 1999/00, 925 individuals received education and training support under the EAPD program. In addition, 305 students received educational or vocational assessments sponsored through the program.

Objective 3.5
Establish funding, evaluation and accountability mechanisms for achieving the training strategy.

Specific Actions	Achievements 1999/2000
3.5.1 Revise funding mechanisms, in consultation with training institutions and other service providers, to support enhanced programs and services that are flexible and responsive in meeting the needs of learners, communities and industry.	Development of draft discussion paper outlining model funding options, the recommended model, and implementation strategy.
3.5.2 Work with training institutions and other service providers receiving provincial funding to establish an accountability framework and measures for assessing progress towards achieving the goals and objectives of the training strategy.	A government-wide accountability process initiated and PSEST became a pilot department. Accountability initiatives under the training strategy folded into the government-wide process. Sector Strategic Plan and Performance Measurement and Reporting under development for 2000/01.
3.5.3. Implement processes for evaluation and monitoring for continuous improvement in programs and services and the training strategy.	Basic Education evaluation completed. Work currently underway to respond to the recommendations. STS evaluation completed. Results indicate the strategy was effective. Recommendations are being used to inform the development of a sector-wide strategic plan. PTA evaluation in process. LMDA and JobStart/Future Skills evaluations slated for 2000/01.

Specific Actions

3.5.4. Coordinate development of management information systems with compatible databases across technical education, training and employment programs and labour market services in the province.

Achievements 1999/2000

The **One Client Service Model** information systems implemented during 1999/00 include:

- Apprenticeship & Trade Certification System: Phase 2 (a class scheduling system).
- Employment Programs Tracking and Monitoring Phase II (added management capabilities).
- Design of the Integrated Income Support System to integrate the five existing systems for Student Loans, Provincial Training Allowance (PTA), Skills Training Benefit (STB), Apprentice Training Allowance (ATA) and Employability Assistance for People with Disabilities (EAPD) with each other and into the OCSM framework. This project will be developed and implemented in phases and completed by January 2002.
- Health Nominations (to nominate recipients of the Provincial Training Allowance for extended health benefits).
- Job Order/Job Matching (This database records the requests of employers seeking workers, and of workers seeking employment. Individuals are able to search the database for a potential job match).
- Apprenticeship and Trade Allowance system payment.
- Fiscal Forecasting System.
- Job Order/Job Matching (Interactive Voice Response makes province-wide job postings available by phone without long distance charges, and the system "reads" the job postings directly from the Job Order/Job Matching database as prompted by the individual caller).

Strategic Information Resource Plan (SIRP) Update

It extends coverage of the One Client Service Model (OCSM) to include data sharing with the universities, and incorporates the department's leadership role for Technology-Enhanced Learning.

Career and Employment Information Services (CEIS) Web Enablement

In the coming year, the **Student Information System** will be completed and implemented to provide enrollment, registration, attendance tracking and academic records capability for the Regional Colleges.

Objective 3.6
Develop ongoing forums for collaboration in implementing, evaluating and improving the training strategy.

Specific Actions	Achievements 1999/2000
3.6.1. Support the Saskatchewan Labour Force Development Board (SLFDB) to provide ongoing advice on implementation of the training strategy.	• SLFDB raised awareness of succession planning issues among public and private employers in Saskatchewan. • Raised awareness of career development partnerships through distribution of 25,000 brochures. • Developed industry vision for workplace literacy. • Developed proposal for the establishment of Prior Learning Assessment and Recognition (PLAR) services in Saskatchewan. • Signed partnership agreement with Department of Intergovernmental and Aboriginal Affairs to support employment for First Nations and Métis people.
3.6.2. Collaborate with the Provincial Apprenticeship Board and Trade Advisory Boards on apprenticeship training and trades certification.	New Apprenticeship and Trade Certification Act, 1999 was passed and proclaimed on October 1, 1999 to establish the Apprenticeship and Trade Certification Commission to manage the apprenticeship system and its renewal.

3.6.3. Develop coordinating mechanisms for planning and program development with training institutions and other services providers.

Established strong linkages and planning mechanisms between the Canada–Saskatchewan Career and Employment Services offices with a variety of training institutions including public, private and community organizations. This has served to ensure appropriate placements of individuals and more responsive programming to meet individual and labour market needs.

The department worked closely with SIAST and Regional Colleges on policy, program and operational issues. As well, the department continued to fund the Saskatchewan Association of Regional Colleges to move forward a system-wide agenda for the Regional Colleges. The SIAST and Regional Colleges Reviews identified processes to improve planning and program development between the colleges and SIAST. SIAST and Regional Colleges are expected to coordinate their needs assessment processes and jointly plan how the identified needs can be addressed; clarify points of contact and channels of communication between the organizations; and find ways for Regional Colleges to provide input into the design, evaluation and updating of SIAST program curriculum. The Regional Colleges Review also recommends formalized processes for ongoing collaboration and communication between the Regional Colleges, the Minister and the department.

3.6.4. Provide forums where students, workers and employers, as clients of the system, can provide advice on improvements needed to ensure effective service.

Initiated a variety of planning forums with employers to begin the process of assessing the range of services provided by Canada–Saskatchewan Career and Employment Services.

Have undertaken a preliminary survey of clients with respect to use of the resource centres and the various tools available.

Enhanced recognition by Regional Colleges and SIAST of the value of student input and involvement in planning and program delivery. The SIAST and Regional Colleges reviews both recommend enhanced communications involvement of students in decision-making.

Appendix B

Department Goals and Objectives

Goal

1. The province has a sustainable high quality post-secondary education, training and employment services sector.

Objective

1.1. Ensure effective leadership and governance.

1.2. Continuous improvement through planning, aligning planning and resources and performance measurement.

1.3. Improve communications, reporting and public awareness.

Goal

2. The sector meets the needs of individuals and communities.

Objective

2.1 Maintain the capacity of Saskatchewan post-secondary institutions, programs and services.

2.2 Increase participation and employability of underrepresented groups to contribute to a representative workforce.

2.3 Maintain financial accessibility to post-secondary programs, services and employment.

2.4 Increase the success of individuals in programs and services.

Goal

3. The sector meets the needs of employers and industry, and contributes to economic growth.

Objective

3.1 Improve the responsiveness of the sector to develop and maintain a skilled workforce.

3.2 Increase employer and industry involvement in human resource planning and development.

3.3 Increase the mobility of learners and workers within and outside the province.

Goal

4. The sector contributes to the discovery, integration, application, and transfer of knowledge.

Objective

4.1 Recognize and promote the value of basic research, and increase research and development to support provincial priorities.

4.2 Increase the use of research and technology to support social and economic development.

Appendix C

POST-SECONDARY EDUCATION AND SKILLS TRAINING
1999-2000 Actual and Budget Revenues

	Actual	Budget	Difference
Privileges, Licences and Permits			
Occupational Certificates	26,045	56,300	(30,255)
Rentals	111,661	80,000	31,661
Examination Fees	97,405	87,980	9,425
Sales, Services and Service Fees			
Other Services	12,173	11,250	923
Private Vocational School Registration Fees	34,045	40,450	(6,405)
Interest, Premiums, Discount and Exchange			
Interest on Bank Deposits	363	0	363
Profit on Foreign Exchange	13	200	(187)
Receipts from Other Governments			
Labour Market Development Agreement	44,009,274	47,057,000	(3,047,726)
Special Opportunity Grant/Canada Study Grant	5,342,104	5,062,713	279,391
Special Investments Fund - Sask. Allocation	105,000	0	105,000
Canada Student Loan Program Administration	548,863	483,512	65,351
Employability Assistance for People with Disabilities	2,137,470	2,137,470	0
Other Revenue			
Casual Revenue	382,398	8,000	374,398
Revenue of Previous Years Expenditures	79,594	25,000	54,594
Transfer In for New Careers Corporation	85	0	85
TOTAL	**52,886,493**	**55,049,875**	**(2,163,382)**

Appendix D

DEPARTMENT OF POST-SECONDARY EDUCATION AND SKILLS TRAINING
1999-2000 Actual and Budget Expenditures and Number of Full-time Equivalent Positions (FTEs) Used

	Actual	Budget	Actual FTE's
Administration and Shared Services			
Administration	695,800	705,000	10.9
Shared Support Services	2,742,362	2,743,000	44.8
Accommodation and Central Services	3,483,429	4,044,000	
Student Support Programs			
Operational Support	4,531,254	4,536,000	82.3
Saskatchewan Student Aid Fund	24,086,000	24,086,000	
Provincial Training Allowances and Youth Allowances	20,052,549	21,298,000	
Skills Training Benefits	12,424,892	12,425,000	
Training Programs			
Operational Support	3,343,484	3,455,000	57.6
JobStart-Future Skills	15,498,123	15,986,000	
Apprenticeship and Northern Skills Training	4,109,399	4,317,000	
Apprenticeship Commission	1,193,000	1,193,000	
Employability Assistance for Persons with Disabilities	5,133,878	5,147,000	
Basic Education and Literacy	14,074,309	14,216,000	
Career and Employment Services			
Operational Support	16,091,958	16,094,000	185.4
Employment Programs	9,703,860	10,143,000	
Client and Community Support	9,736,434	10,296,000	
Post-Secondary Education			
Operational Support	3,688,588	3,928,000	47.2
Universities, Federated and Affiliated Colleges and Educational Agencies	191,724,803	191,725,000	
University Special Initiatives	3,000,000	3,000,000	
Saskatchewan Universities - Urban Parks	802,000	802,000	
Interprovincial Agreements	308,076	309,000	
SIAST - Operating Grant	56,670,000	56,670,000	
SIAST - SPMC Grant	14,131,000	14,131,000	
SIAST - Apprenticeship	3,873,000	3,873,000	
Regional Colleges	11,370,234	11,371,000	
Multi-media Course Development	250,000	250,000	
Post-Secondary Capital	23,223,998	23,224,000	
Saskatchewan Communications Network	7,308,000	7,308,000	
TOTAL	**463,250,430**	**467,275,000**	**428.2**